

**KENT AND MEDWAY FIRE AND RESCUE AUTHORITY**  
**SENIOR OFFICER APPOINTMENT AND CONDITIONS COMMITTEE**

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MINUTES of a meeting of the Senior Officer Appointment and Conditions Committee held at the Cornwallis Suite, Courtenay Road, Maidstone ME15 6LF on Thursday 14 October 2021.

PRESENT: - Mr N Chard (Chair), Mr V Maple, Mr C Simkins and Mr S Tranter.

APOLOGIES: Mr D Daley

OFFICERS: - The Chief Executive, Miss A Millington QFSM, Assistant Director, People and Learning, Mrs K Irvine and the Clerk to the Authority, Mrs M Curry.

**UNRESTRICTED ITEMS**

**1. Membership**  
*(Item 1)*

***Members: Mr Chard (Chairman – by virtue of Standing Order 2.6), Mr D Daley, Mr V Maple, Mr C Simkins and Mr S Tranter***

To note the membership of the Committee for 2021/22 as set out above.

**2. Election of Vice Chairman**  
*(Item 2)*

Mr Chard proposed, Mr Maple seconded that Mr S Tranter be elected as Vice-Chair of this Committee for 2021/22.

**3. Declarations**  
*(Item 3)*

As Mr Chard, Mr Maple, Mr Simkins and Mr Tranter all serve as Members on the Kent and Medway Fire and Rescue Authority, they made a declaration of their working relationship with all nine Senior Officers as referenced in item 5.

**4. Minutes**  
*(Item 4)*

RESOLVED that, because of the infrequency of meetings, the Chair of the Committee be authorised to sign the agreed Minutes of the meeting.

**5. Pay Award for Chief Executive and Directors**  
*(Item 5)*

The Committee received a report that sought approval to agree the 2021 pay award for the Chief Executive and Directors. It has been the recommendation of these Officers, that they propose to accept the lower of the two pay awards agreed for Corporate Support staff (green book) and Firefighters, which have been settled by the employers' National Joint Council (NJC), regardless of the settlement for Chief Executives and Chief Officers.

RESOLVED that: -

- (a) the Chief Executive and Directors are awarded a 1.5% pay award with effect from 1 January 2021 be approved.

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**6. Other items the Chair decides are urgent**

*(Item 6)*

None

**7. Motion to Exclude Press and Public**

*(Item 7)*

RESOLVED that, under Section 100A of the Local Government Act 1972, the public be excluded from the meeting for the following business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 1 of Part I of Schedule 12A of the Act.

**EXEMPT ITEMS**

**(Open Access to Minutes)**

**8. Flexible Retirement**

*(Item 8)*

The Committee received a report which proposed a flexible retirement request for the Director of Finance and Corporate Services.

RESOLVED that: -

- (a) the flexible retirement of the Director of Finance and Corporate Services be approved.