



**MINUTES OF THE MEETING OF THE BRIGADE MANAGERS' PAY AND PERFORMANCE COMMITTEE held on Monday, 8 July 2024 at POs Conference Room - Fire Service HQ, Sadler Road, Winsford, Cheshire CW7 2FQ at 10.00 am**

**PRESENT:** Councillors Stef Nelson (Chair), Rachel Bailey, Gina Lewis, Karen Mundry, Mick Warren and Peter Wheeler

**1 PROCEDURAL MATTERS**

**A Apologies for Absence**

Apologies for absence were received from Councillor Margaret Simon.

**B Declaration of Members' Interests**

There were no declarations of Members' interests.

**C Minutes of the Brigades Managers' Pay and Performance Committee**

**RESOLVED:**

**That the minutes of the Brigade Managers' Pay and Performance Committee held on 18<sup>th</sup> March 2024 be confirmed as a correct record.**

**2 EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED: That:**

**That under Section 100(A) (4) of the Local Government Act 1972, as amended by the Local Government (Access to Information) Order 2006, the press and public be excluded from the meeting for the items of business listed below on the grounds that they involve the likely disclosure of exempt information as defined in Schedule 12A to the Act in the paragraphs indicated:**

**Item 2 - Chief Fire Officer and Chief Executive: Performance Appraisal and Development Scheme**

**Paragraph 1 - Information relating to an individual.**

**3 CHIEF FIRE OFFICER AND CHIEF EXECUTIVE: PERFORMANCE APPRAISAL AND DEVELOPMENT SCHEME**

Consideration was given to a report of the Independent HR Consultant which outlined the Performance Appraisal and Development Scheme [PADS] that enabled the Service to review an employee's performance against delivery of agreed

priorities/objectives, grade the contribution and performance, identify individual and organisational development needs, and support succession planning.

The PADS scheme operates from top to bottom across the whole of the Service. Members monitor progress against the key objectives set for the Chief Fire Officer and Chief Executive, that were aligned with the Service's Community Risk Management Plan [previously the Integrated Risk Management Plan].

Members reviewed the performance of the Chief Fire Officer and Chief Executive against the key objectives set for 2023-24 and agreed performance objectives for the remainder of 2024-25.

The Chief Fire Officer and Chief Executive's interim appraisal was scheduled to take place on 13<sup>th</sup> November 2024.

**RESOLVED That:**

- [1] progress against the key objectives for 2023-24 be noted;**
- [2] the key objectives for 2024-25 be agreed; and**
- [3] the number of Performance Appraisal and Development Scheme [PADS] future meetings for the post of Chief Fire Officer and Chief Executive be reduced from 3 meetings a year to 2.**