



**Monday,
8 July 2024
10.00 am**

**Meeting of
Brigade Managers' Pay and
Performance Committee
Sadler Road
Winsford
CW7 2FQ**

Contact Officer:
Donna Linton
Democratic Services

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Cheshire Fire Authority

Notes for Members of the Public

Attendance at Meetings

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If you feel there might be particular problems with access to the building or car parking please contact the Reception Desk at Sadler Road Winsford Tel (01606) 868700.

Access to Information

Copies of the Agenda will be available at the meeting. A copy can also be obtained from the contact officer named on the front of the Agenda. Alternatively, the Agenda and individual reports are available on the Authority's website (www.cheshirefire.gov.uk)

The Agenda is usually divided into two parts. Most business is dealt with in the first part which is open to the public. On some occasions some business may need to be considered in the second part of the agenda, in private session. There are limited reasons which allow this to take place, e.g. as confidential information is being considered about an individual, or commercial information is being discussed.

This agenda is available in large print, Braille, audio CD or in community languages upon request by contacting; Telephone: 01606868414 or email: equalities@cheshirefire.gov.uk

Recording of Meetings

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MEETING OF THE BRIGADE MANAGERS' PAY AND PERFORMANCE COMMITTEE

MONDAY, 8 JULY 2024

Time: 10.00 am

POs Conference Room - Fire Service HQ, Sadler Road, Winsford, Cheshire CW7 2FQ

AGENDA

Part 1 - Business to be discussed in public

1 PROCEDURAL MATTERS

1A Apologies for Absence

1B Declaration of Members' Interests

Members are reminded to disclose any interests that are relevant to any item on the Agenda.

1C Minutes of the Brigades Managers' Pay and Performance Committee (Pages 5 - 6)

To approve the minutes of the meeting of the Committee held on 18th March 2024.

2 Exclusion of the Press and Public (Pages 7 - 8)

Part 2 - Business to be discussed in private

3 Chief Fire Officer and Chief Executive: Performance Appraisal and Development Scheme (Pages 9 - 20)

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MINUTES OF THE MEETING OF THE BRIGADE MANAGERS' PAY AND PERFORMANCE COMMITTEE held on Monday, 18 March 2024 at POs Conference Room - Fire Service HQ, Sadler Road, Winsford, Cheshire CW7 2FQ at 10.00 am

PRESENT: Councillors Stef Nelson (Chair), Gina Lewis, Rob Moreton, Karen Mundry, Stuart Parker, Margaret Simon and Peter Wheeler

1 PROCEDURAL MATTERS

A Apologies for Absence

There were no apologies for absence.

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 22nd January 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, which are aligned to the Service's Integrated Risk Management Plan (soon to be the Community Risk Management Plan).

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

The Chief Fire Officer and Chief Executive's final appraisal for this year was due to take place on 8th July 2024 when a review of the year would take place and new objectives agreed for the remainder of 2024-25.

RESOLVED That:

- [1] progress against the key objectives for 2023-24 be noted; and**
- [2] the final review for 2023-24 take place on 8th July 2024 and new objectives will be set for the remainder of 2024-25 (up to 31st March 2025).**

CHESHIRE FIRE AUTHORITY

MEETING OF: BRIGADE MANAGERS' PAY AND PERFORMANCE COMMITTEE
DATE: 8TH JULY 2024
REPORT OF: GOVERNANCE AND CORPORATE PLANNING MANAGER
AUTHOR: DONNA LINTON

SUBJECT: EXCLUSION OF THE PRESS AND PUBLIC

Exclusion of the Press and Public

Recommended:

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 12 A to the Act in the paragraphs indicated:

Item 3: Chief Fire Officer and Chief Executive: Performance Appraisal and Development Scheme

Paragraph

(1) Information relating to an individual.

**CONTACT OFFICER: DONNA LINTON, FIRE SERVICE HQ, WINSFORD
TEL: [01606] 868804**

BACKGROUND DOCUMENTS: NONE

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By virtue of paragraph(s) 1 of Part 1 of Schedule 12A of the Local Government Act 1972.

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