



**MINUTES OF THE MEETING OF THE BRIGADE MANAGERS' PAY AND PERFORMANCE COMMITTEE held on Wednesday, 13 November 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, Margaret Simon, Mick Warren 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 8<sup>th</sup> July 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 – Cheshire 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 REVIEW**

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.

This was the Interim Appraisal meeting and Members received a progress update from the Chief Fire Officer and Chief Executive on the objectives set, that would be delivered by the end of the performance year.

The next performance appraisal discussion was the final for the performance year and would take place on 26<sup>th</sup> March 2025.

**RESOLVED That:**

- [1] progress against the key objectives set for the Chief Fire Officer and Chief Executive in July 2024 were reviewed, scrutinised and discussed; and**
- [2] the end of year appraisal discussion for this performance year will take place on 26<sup>th</sup> March 2025.**