



**Wednesday,
13 November 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

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MEETING OF THE BRIGADE MANAGERS' PAY AND PERFORMANCE COMMITTEE

WEDNESDAY, 13 NOVEMBER 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 8th July 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 Review (Pages 9 - 14)

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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 18th 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 13th 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.**

CHESHIRE FIRE AUTHORITY

MEETING OF : **BM PAY AND PERFORMANCE COMMITTEE**
DATE : **13TH NOVEMBER 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 Review

Paragraph

(1) Information relating to any individual

**CONTACT OFFICER: DONNA LINTON, GOVERNANCE AND CORPORATE
PLANNING MANAGER
TEL: 07776297806**

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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