



**Wednesday,
9 November 2016
1.30 pm**

**Meeting of
Brigade Managers' Pay
and Performance
Committee
Fire Service HQ
Winsford**

Contact Officer:
Joanne Smith
Democratic Services

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Cheshire Fire Authority

Notes for Members of the Public

Attendance at Meetings

The Cheshire Fire Authority welcomes and encourages members of the public to be at its meetings and Committees. You are requested to remain quiet whilst the meeting is taking place and to enter and leave the meeting room as quickly and quietly as possible.

All meetings of the Authority are held at Fire Service Headquarters in Winsford. If you plan to attend please report first to the Reception Desk where you will be asked to sign in and will be given a visitors pass. You should return your pass to the Reception Desk when you leave the building. There are some car parking spaces available on site for visitors at the front of the Headquarters Building. Please do not park in spaces reserved for Fire Service personnel.

If you feel there might be particular problems with access to the building or car parking please contact the Reception Desk at Fire Service Headquarters on Winsford (01606) 868700.

Questions by Electors

An elector in the Fire Service area can ask the Chair of the Authority a question if it is sent to the Monitoring Officer at Fire Service HQ to arrive at least five clear working days before the meeting. The contact officer named on the front of the Agenda will be happy to advise you on this procedure.

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, individual reports are available on the Authority's website (www.cheshirefire.gov.uk)

The Agenda is usually divided into two parts. Members of the public are allowed to stay for the first part. When the Authority is ready to deal with the second part you will be asked to leave the meeting room, because the business to be discussed will be of a confidential nature, for example, dealing with individual people and contracts.

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

Anyone attending the meeting should be aware the Authority audio-records its meetings. There is a protocol on reporting at meetings which provides further information. Copies are available on the Service's website www.cheshirefire.gov.uk or alternatively contact Democratic Services for details

Fire Evacuation

If the Fire Alarm sounds you should make your way to the nearest exit as quickly as possible and leave the building. Please follow any instructions from staff about evacuation routes.



MEETING OF THE BRIGADE MANAGERS' PAY AND PERFORMANCE COMMITTEE

WEDNESDAY, 9 NOVEMBER 2016

Time : 1.30 pm

P O Conference Room - Fire Headquarters, Cheshire

AGENDA

Part 1 - Business to be discussed in public

1 PROCEDURAL MATTERS

1A Apologies for Absence

1B Declaration of Members' Interests

Members are reminded that the Members' Code of Conduct requires the disclosure of Statutory Disclosable Pecuniary Interests, Non-Statutory Disclosable Pecuniary Interests and Disclosable Non-Pecuniary Interests.

1C Minutes of the last meeting

To approve the minutes of the meeting of the Committee held on 21st March 2016.

(Pages 1 - 2)

2 Exclusion of the Press and Public

(Pages 3 - 4)

Part 2 - Business to be discussed in private

3 Chief Fire Officer - Performance Appraisal and Development Scheme (Interim Review)

(Pages 5 - 10)

Report of the Head of People and Development



MINUTES OF THE BRIGADE MANAGERS PAY AND PERFORMANCE COMMITTEE held on 21 March 2016 at Fire Service HQ, Winsford

PRESENT: Councillor J Joyce (in the Chair)
Councillor R Daniels
Councillor S Edgar
Councillor D Flude
Councillor G Merry
Councillor S Nelson
Councillor B Rudd

1 PROCEDURAL MATTERS

(A) Apologies for Absence

There were no apologies for absence.

(B) Declaration of Members Interests

There were no declarations of interest.

(C) Minutes of the previous meeting

RESOLVED:

That the minutes of the meeting of the Brigade Managers' Pay and Performance Committee, held on 12th January 2016, be confirmed as an accurate record.

2 RESOLVED:

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 item of business listed below on the grounds that it involves the likely disclosure of exempt information as defined in Schedule 12A to the Act in the paragraph indicated.

Item 3

Chief Fire Officer – Performance Appraisal and Development Scheme

Paragraph

(1) Information relating to any individual

3 Chief Fire Officer – Performance Appraisal and Development Scheme

The Performance Appraisal and Development Scheme for the Chief Fire Officer (CFO) enables Members to review performance against agreed objectives, guide the contribution and performance of the CFO, identify individual and organisational development needs and support succession planning.

The report of the Head of People and Development provided information on the PADS process. Members were asked to review the performance of the Chief Fire Officer against the objectives set in 2015/16 and agree key objectives and development needs, following discussions with the CFO, for the coming year.

RESOLVED:

- [1] That the Chief Fire Officer's appraisal be agreed as discussed; and**
- [2] That Members agree to carry out an interim appraisal discussion on 9th November 2016.**

CHESHIRE FIRE AUTHORITY

MEETING OF : **BM PAY AND PERFORMANCE COMMITTEE**
DATE : **9th NOVEMBER 2016**
REPORT OF : **DEMOCRATIC SERVICES MANAGER**
AUTHOR : **JOANNE SMITH**

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 – Performance Appraisal and Development Scheme (Interim Review)

Paragraph

(1) Information relating to any individual

CONTACT OFFICER: JOANNE SMITH, 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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