



**Monday, 20 November  
2023  
10.00 am**

**Meeting of  
Brigade Managers' Pay and  
Performance Committee  
Clemonds Hey  
Winsford  
CW7 2FQ**

Contact Officer:  
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## **Cheshire Fire Authority**

### **Notes for Members of the Public**

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#### **Attendance at Meetings**

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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](mailto:equalities@cheshirefire.gov.uk)**

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**MEETING OF THE BRIGADE MANAGERS' PAY AND PERFORMANCE COMMITTEE**

**MONDAY, 20 NOVEMBER 2023**

**Time: 10.00 am**

**Fire Conference Room - Fire Service HQ, Clemonds Hey, Winsford, Cheshire, CW7 2UA**

**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 10<sup>th</sup> July 2023.

**2 Exclusion of the Press and Public**

**3 Chief Fire Officer and Chief Executive: Performance Appraisal and Development Scheme (Pages 7 - 14)**

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**MINUTES OF THE MEETING OF THE BRIGADE MANAGERS' PAY AND PERFORMANCE COMMITTEE held on Monday, 10 July 2023 at Fire Conference Room - Fire Service HQ, Clemonds Hey, Winsford, Cheshire, CW7 2UA 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 21<sup>st</sup> April 2023 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 3 – 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 CFRS 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 operated from top to bottom across the whole of the Service is particularly important at the top of the organisation, as Members seek to monitor progress against the key objectives with the Chief Fire Officer and Chief Executive, which ensure delivery of the Service's Community Risk Management Plan [CRMP].

Members were asked to review the performance of the Chief Fire Officer and Chief Executive against the objectives set in 2022-23 and agree key objectives for 2023-24.

The Chief Fire Officer and Chief Executive's interim appraisal was scheduled to take place on 20<sup>th</sup> November 2023.

**RESOLVED That:**

- [1] the key objectives for 2023-24 be noted; and**
- [2] Members agree to carry out the interim appraisal on 20<sup>th</sup> November 2023.**

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

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