



**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, 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 22<sup>nd</sup> 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 8<sup>th</sup> 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 8<sup>th</sup> July 2024 and new objectives will be set for the remainder of 2024-25 (up to 31<sup>st</sup> March 2025).**