



**Monday, 18 March 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**

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#### **Attendance at Meetings**

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All meetings of the Authority are held at the Training Centre, Sadler Road, 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 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 Sadler Road Winsford Tel (01606) 868700.

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

#### **Recording of Meetings**

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

**MONDAY, 18 MARCH 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 22<sup>nd</sup> January 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** (Pages 9 - 18)

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**MINUTES OF THE MEETING OF THE BRIGADE MANAGERS' PAY AND PERFORMANCE COMMITTEE held on Monday, 22 January 2024 at HODs Conference Room - Fire Service HQ, Sadler Road, Winsford, Cheshire CW7 2FQ at 10.00 am**

**PRESENT:** Councillors Stef Nelson (Chair), Gina Lewis, Karen Mundry, Stuart Parker, Margaret Simon and Peter Wheeler

**1 PROCEDURAL MATTERS**

**A Apologies for Absence**

Apologies for absence were received from Councillor Rob Moreton.

**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 20<sup>th</sup> November 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 - 2024 Brigade Management Remuneration Review**

**Paragraph 1 - Information relating to an individual**

**3 2024 BRIGADE MANAGEMENT REMUNERATION REVIEW**

The Independent HR Consultant presented his report to Members which provided details of the process to be followed regarding the 2024 Brigade Manager Remuneration Review.

The Independent HR Consultant informed Members that there was a contractual requirement to review the remuneration arrangements of the Chief Executive / Head of Paid Service, in the role of “Chief Fire Officer” (CFO), and the other Principal Officers (Brigade Managers) under the two track approach to pay and conditions, defined in paragraphs 10 and 11 of the ‘NJC for Brigade Managers of Local Fire and Rescue Services; Constitution and Schemes and Conditions of Service’ (the Gold Book).

**RESOLVED: That**

- [1] the presentation of the Independent HR Consultant be noted; and**
- [2] having considered the benchmarked salaries of the Principal Officers and national recruitment and retention challenges of combined fire authorities across the country, that the base salary of the Principal Officer roles be increased by 4% with effect from 1<sup>st</sup> January 2024.**

## CHESHIRE FIRE AUTHORITY

**MEETING OF:** BRIGADE MANAGERS' PAY AND PERFORMANCE COMMITTEE  
**DATE:** 18<sup>TH</sup> MARCH 2024  
**REPORT OF:** GOVERNANCE AND CORPORATE PLANNING MANAGER  
**AUTHOR:** DONNA LINTON

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**SUBJECT:** EXCLUSION OF THE PRESS AND PUBLIC

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### 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**

**Paragraph**

(1) Information relating to an individual.

**CONTACT OFFICER: DONNA LINTON, 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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