



**MINUTES OF THE MEETING OF THE BRIGADE MANAGERS' PAY AND PERFORMANCE COMMITTEE held on Wednesday, 27 March 2019 at Leadership Team Conference Room - Fire Service, Clemonds Hey at 10.00 am**

**PRESENT:** Councillors B Rudd (Chair), S Nelson, D Flude, E Johnson, S Parker and M Tarr

**1 PROCEDURAL MATTERS**

**A Apologies for Absence**

Apologies for absence were received from Councillor G Merry.

**B Declaration of Members' Interests**

There were no declarations of Members' Interest.

**C Minutes of the Brigades Managers' Pay and Performance Committee**

**RESOLVED:**

**That the minutes of the Brigade Managers' Pay and Performance Committee held on 16<sup>th</sup> January 2019 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 any individual**

**3 CHIEF FIRE OFFICER AND CHIEF EXECUTIVE: PERFORMANCE APPRAISAL AND DEVELOPMENT SCHEME**

Consideration was given to a report of the Director of Transformation 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 and is particularly important at the top of the organisation, as Members seek to agree objectives with the Chief Fire Officer and Chief Executive, which ensure delivery of the Service's Integrated Risk Management Plan [IRMP].

Members were asked to review the performance of the Chief Fire Officer and Chief Executive against the objectives set in 2018-19 and to agree key objectives and development needs, following discussions with the Chief Fire Officer and Chief Executive, for the coming year.

The Chief Fire Officer and Chief Executive's interim appraisal discussion was scheduled to take place on 23<sup>rd</sup> October 2019.

**RESOLVED That:**

- [1] the Chief Fire Officer and Chief Executive's appraisal be agreed as discussed;**
- [2] the appraisal key objectives for 2019-20 are drafted and circulated to Members for review and approval; and**
- [3] Members agree to carry out an interim appraisal discussion on 23<sup>rd</sup> October 2019.**