

## **CHIEF FIRE OFFICER'S APPRAISALS PANEL**

(Devon & Somerset Fire & Rescue Authority)

30 July 2018

### Present:-

Councillors Randall Johnson (Chair), Hannaford and Vjeh (Vice-Chair)

### Apologies:-

Councillor Best

#### \* **AP/18/1**      **Terms of Reference**

The Panel received for information the Terms of Reference for the Chief Fire Officers' appraisal which were:

1. To undertake an annual appraisal process for the Chief Fire Officer, including the setting of objectives for the forthcoming year;
2. To commission any external advice as is felt appropriate to facilitate the annual appraisal process;
3. To approve any developmental action (including associated costs) as may be identified from the annual appraisal process;
4. To address and resolve any in-year performance issues that may arise;
5. To address and resolve any performance issues relating to other Service
6. Executive Board officers as might be referred to the Panel from time to time by the Chief Fire Officer.

#### \* **AP/18/2**      **Exclusion of the Press and Public**

**RESOLVED** that, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined Paragraph 1 of Part 1 of Schedule 12A (as amended) to the Act, namely information relating to an individual.

#### \* **AP/18/3**      **Chief Fire Officer - Mid-Year Appraisal**

The Panel considered the Chief Fire Officer's mid-year appraisal with particular reference to the objectives that had been set.

The Chief Fire Officer reported upon the progress that he had made as compared against the 13 draft objectives for the Service and the 2 objectives set for personal development.

The Chair advised that Briony Houlden, Chief Executive of South West Councils, had been engaged to assist with the appraisal process for 2018-19 and specifically, to seek agreement to the draft objectives to be set for the forthcoming year.

**RESOLVED**

- (a) that a meeting be arranged with Briony Houlden in November 2018 to discuss the draft objectives for the forthcoming year; and
- (b) subject to (a) above, the progress that the Chief Fire Officer had been made against the objectives be noted.

**\*DENOTES DELEGATED MATTER WITH POWER TO ACT**

The Meeting started at 1.25 pm and finished at 3.00 pm