



**Wednesday,
18 September 2019
10.30 am**

**Meeting of
Cheshire Fire Authority
Sadler Road
Winsford**

Contact Officer:
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Democratic Services

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Cheshire Fire Authority

Notes for Members of the Public

Attendance at Meetings

The Cheshire Fire Authority welcomes and encourages members of the public to be at its meetings and Committees. You are requested to remain quiet whilst the meeting is taking place and to enter and leave the meeting room as quickly and quietly as possible.

Most meetings of the Authority are held at 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 Sadler Road. 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.

Questions by Electors

An elector in the Fire Service area can ask the Chair of the Authority a question if it is sent to the Monitoring Officer at Fire Service HQ to arrive at least five clear working days before the meeting. The contact officer named on the front of the Agenda will be happy to advise you on this procedure.

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, individual reports are available on the Authority's website (www.cheshirefire.gov.uk)

The Agenda is usually divided into two parts. Members of the public are allowed to stay for the first part. When the Authority is ready to deal with the second part you will be asked to leave the meeting room, because the business to be discussed will be of a confidential nature, for example, dealing with individual people and contracts.

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

Recording of Meetings

Anyone attending the meeting should be aware the Authority audio-records its meetings. There is a protocol on reporting at meetings which provides further information. Copies are available on the Service's website www.cheshirefire.gov.uk or alternatively contact Democratic Services for details

Fire Evacuation

If the Fire Alarm sounds you should make your way to the nearest exit as quickly as possible and leave the building. Please follow any instructions from staff about evacuation routes.



**MEETING OF THE CHESHIRE FIRE AUTHORITY
WEDNESDAY, 18 SEPTEMBER 2019
Time : 10.30 am
Lecture Theatre - Sadler Road, Winsford, Cheshire**

AGENDA

1H Staffing Committee Responsibilities

(Pages 1 - 2)

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PROCEDURAL MATTERS

RESPONSIBILITIES OF THE FIRE AUTHORITY AND STAFFING COMMITTEE

Whilst preparing papers for Staffing Committee (which is due to take place after the Fire Authority on 18th September) it became apparent that there was a need to update the Re-Employment and Pension Abatement Policy. As it stands this is listed in the Constitution as one of four policies concerned with human resources/industrial relations which are the responsibility of the Fire Authority. These policies had been the responsibility of Policy Committee until it was removed from the committee structure.

Whilst there is no doubt that policies concerned with human resources and industrial relations are important, it would appear appropriate to pass responsibility for these to Staffing Committee.

Members are asked to add the following responsibility to the current responsibilities of Staffing Committee:

To approve policies concerned with human resources, industrial relations and pensions.

Notes:

- 1) If Members agree to this change responsibility for the Pay and Recognition Policy, Re-employment and Pension Abatement Policy, Re-organisation and Redeployment Policy and Retirement Policy would sit with Staffing Committee.
- 2) The Fire Authority would continue to be responsible for the approval of the People Strategy and the Pay Policy Statement (these will be added to the list that is contained in the Constitution). The Fire Authority will also continue to be responsible for appointing the Chief Fire Officer and Chief Executive and for approving the creation of any new post with a salary package in excess of £100,000.
- 3) For the sake of completeness the current responsibilities of Staffing Committee are listed below:
 - 3.74 To appoint Area Managers and roles of equivalent standing.
 - 3.75 To determine HR/IR matters (not delegated to officers or handled by JCC).
 - 3.76 To determine pension matters.
 - 3.77 To oversee key staff engagement and staff-related transformation activities.
 - 3.78 To oversee discipline, grievance, employment claims etc.
 - 3.79 To oversee relationships with representative bodies.
 - 3.80 To approve the re-engagement of staff who have been retired or made redundant (excluding on call).

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