



**Wednesday,  
26 June 2024  
10.30 am**

**Meeting of  
Cheshire Fire Authority  
Sadler Road  
Winsford  
CW7 2FQ**

Contact Officer:  
Donna Linton  
Democratic Services

Cheshire Fire and Rescue Service Headquarters, Sadler Road, Winsford, Cheshire, CW7  
2FQ

Tel: 07776297806  
E-mail: [donna.linton@cheshirefire.gov.uk](mailto:donna.linton@cheshirefire.gov.uk)

## **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.

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.

---

#### **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**

The Authority audio records its meetings. Please contact Democratic Services for a copy of the recording via [DemocraticServices@cheshirefire.gov.uk](mailto:DemocraticServices@cheshirefire.gov.uk). The recordings are not kept indefinitely.

---

#### **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, 26 JUNE 2024

Time: 10.30 am

Lecture Theatre - Fire Service Headquarters, Sadler Road, Winsford,  
Cheshire CW7 2FQ

### AGENDA

#### PART 1 - BUSINESS TO BE DISCUSSED IN PUBLIC

##### 1 PROCEDURAL MATTERS

###### 1A Recording of Meeting

Members are reminded that this meeting will be audio-recorded.

###### 1B Fire Authority Membership 2024-25

The following Members have been appointed to the Fire Authority by the respective constituent authorities:-

###### Appointed by Cheshire East Council (3 Lab, 4 Con, 2 Ind)

<u>Labour</u>	<u>Conservative</u>	<u>Independent</u>
Cllr Laura Crane	Cllr Rachel Bailey	Cllr John Bird
Cllr Nick Mannion	Cllr David Brown	Cllr Nick Warren
Cllr Geoff Smith	Cllr Peter Coan	
	Cllr Margaret Simon	

###### Appointed by Cheshire West and Chester Council (4 Lab, 3 Con)

<u>Labour</u>	<u>Conservative</u>
Cllr Sherin Akhtar	Cllr Razia Daniels
Cllr Steve Collings	Cllr Phil Marshall
Cllr Gina Lewis	Cllr Phil Rimmer
Cllr Peter Wheeler	

###### Appointed by Halton Council (3 Lab)

<u>Labour</u>
Cllr Phil Harris
Cllr Stef Nelson
Cllr Rob Polhill

###### Appointed by Warrington Council (3 Lab, 1 Lib Dem)

<u>Labour</u>	<u>Liberal Democrat</u>
Cllr Karen Mundry	Cllr Peter Walker
Cllr Tim Price	
Cllr Sagheer Zaman	

**1C Apologies for Absence**

**1D Election of Chair**

Members will be invited to elect a Chair of the Authority, to serve until the Annual Meeting in 2025.

**1E Election of Deputy Chair**

Members will be invited to elect a Chair of the Authority to serve until the Annual Meeting in 2025.

**Note:** The Chair and Deputy Chair must be from different constituent authorities.

**1F Appointment of Group Spokespersons**

A political group may appoint a Group Spokesperson. The respective names will be confirmed at the meeting.

**1G Appointment of Lead Members**

Each constituent authority is invited to appoint a Lead Member.

**Note:** Should the Chair and/or Deputy Chair wish to act as a Lead Member for their respective constituent authority they would automatically take the role.

**1H Chair's Announcements**

To receive any announcements that the Chair wishes to make prior to the commencement of the formal business of the meeting.

**1I Declaration of Members' Interests**

Members are reminded to disclose any interests that are relevant to any item on the Agenda.

**1J Questions from Members of the Public**

To receive any questions submitted, in accordance with procedure rules 4.47 to 4.54 by members of the public within the area covered by the Fire Authority.

**1K Minutes of Fire Authority**

To confirm as a correct record the minutes of the Fire Authority Meeting held on 24<sup>th</sup> April 2024.

(Pages 7 - 10)

**1L Notes of the Local Pension Board - Firefighters' Pension Scheme**

To receive, for information, the notes of the Local Pension Board – Firefighters' Pension Scheme meeting held on 26<sup>th</sup> April 2024.

(Pages 11 - 16)

- 1M Adoption of Fire Authority Constitution for 2024-25 Following Review** (Pages 17 - 136)  
This year the Constitution has been reviewed by the Governance and Constitution Committee. The attached report summarises the recommendations to the Fire Authority and appends the entire Constitution.
- 1N Appointment of Committees etc., Outside Bodies and Member Champion Roles 2024-25** (Pages 137 - 154)  
Members are asked to consider the attached report and appoint Committees., Outside Bodies and Member Champion Roles for 2024-25. The Director of Governance sets out the requirements for these appointments in the attached report and appendices.
- 1O Programme of Member Meetings 2024-25** (Pages 155 - 156)  
This had previously been approved by the Fire Authority in December 2023 and since then some minor changes to meeting dates have taken place.

Members are asked to note the Programme.

## **ITEMS REQUIRING DISCUSSION / DECISION**

- 2 Finance Report End of Year 2023-24** (Pages 157 - 166)
- 3 Treasury Management Annual Report 2023-24** (Pages 167 - 174)
- 4 Audit Committee Annual Report 2023-24** (Pages 175 - 186)  
The attached Annual Report has been prepared for the Audit Committee, following its first full year of operation.
- 5 Fire Service Modernisation Programme Phase Five** (Pages 187 - 192)
- 6 Creation of New Head of Department Post** (Pages 193 - 198)

## **PART 2 - BUSINESS TO BE DISCUSSED IN PRIVATE**

None