



**Wednesday,  
6 December 2017  
10.30 am**

**Meeting of  
Fire Authority  
Fire Service  
Winsford**

Contact Officer:  
Joanne Smith  
Democratic Services

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## **Cheshire Fire Authority**

### **Notes for Members of the Public**

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#### **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 Fire Service Headquarters in 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 Headquarters 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 Fire Service Headquarters on Winsford (01606) 868700.

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#### **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.

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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, 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. 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](mailto: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](http://www.cheshirefire.gov.uk) or alternatively contact Democratic Services for details

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#### **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 FIRE AUTHORITY  
WEDNESDAY, 6 DECEMBER 2017**

**Time : 10.30 am**

**Lecture Theatre - Fire Service HQ, Sadler Road, Winsford, Cheshire**

**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 Apologies for Absence**

**1C Chair's Announcements**

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

**1D Declaration of Members' Interests**

Members are reminded that the Members' Code of Conduct requires the disclosure of Statutory Disclosable Pecuniary Interests, Non-Statutory Disclosable Pecuniary Interests and Disclosable Non-Pecuniary Interests.

**1E Minutes of Fire Authority**

To confirm as a correct record the minutes of the Fire Authority Meeting held on 20<sup>th</sup> September 2017.

(Pages 1 - 6)

**1F Question from Members of the Public**

In accordance with procedural rules 4.47 to 4.54, questions have been submitted by members of the public from within the area covered by the Fire Authority for consideration.

**1G Minutes of Performance and Overview Committee**

To receive, for information, the minutes of the Performance and Overview Committee meeting held on 6<sup>th</sup> September 2017.

(Pages 7 - 14)

**1H Minutes of Performance and Overview Committee**

To receive, for information, the minutes of the Performance and Overview Committee meeting held on 22<sup>nd</sup> November 2017.

**(TO FOLLOW)**

**1I Minutes of Governance and Constitution Committee**

To receive, for information, the minutes of the Governance and Constitution Committee meeting held on 8<sup>th</sup> November 2017.

(Pages 15 - 20)

- 1J Minutes of Estates and Property Committee** (Pages 21 - 22)  
To receive, for information, the minutes of the Estates and Property Committee meeting held on 1<sup>st</sup> November 2017.
- 1K Minutes of Brigade Managers' Pay and Performance Committee** (Pages 23 - 24)  
To receive, for information, the minutes of the Brigade Managers' Pay and Performance Committee meeting held on 1<sup>st</sup> November 2017.
- 1L Minutes of Staffing Committee** (Pages 25 - 28)  
To receive, for information, the minutes of the Staffing Committee meeting held on 30<sup>th</sup> October 2017.
- 1M Notes of the Member Training and Development Group** (Pages 29 - 32)  
To receive, for information, the notes of the Member Training and Development Group meeting held on 5<sup>th</sup> October 2017.
- 1N Notes of the Risk Management Board** (Pages 33 - 38)  
To receive, for information, the notes of the Risk Management Board meeting held on 17<sup>th</sup> October 2017.
- 1O Notes of the Pension Board**  
To receive, for information, the notes of the Pension Board meeting held on 28<sup>th</sup> November 2017. **(TO FOLLOW)**

## **ITEMS REQUIRING DISCUSSION / DECISION**

- 2 Draft Integrated Risk Management Plan 2018-19 (IRMP 15) - Initial Feedback** (Pages 39 - 42)
- 3 2018-19 Draft Budget, Council Tax and Medium Term Financial Plan** (Pages 43 - 50)
- 4 Annual Audit Letter For Cheshire Fire Authority: Year Ended 31st March 2017** (Pages 51 - 60)
- 5 Treasury Management - Mid Year Report 2017-18** (Pages 61 - 66)
- 6 Capital, Reserves and Borrowing** (Pages 67 - 72)
- 7 Write Off of Assets** (Pages 73 - 74)
- 8 Changes to Financial Regulations and Scheme of Delegation** (Pages 75 - 108)
- 9 Replacement of Chester Fire Station** (Pages 109 - 110)
- 10 Draft Programme of Member Meetings 2018-19** (Pages 111 - 114)

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