



**Wednesday,
20 June 2018
10.30 am**

**Meeting of
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.

All meetings of the Authority are held at Sadler Road 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 Sadler Road, Winsford (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 Sadler Road 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 FIRE AUTHORITY

WEDNESDAY, 20 JUNE 2018

Time : 10.30 am

Lecture Theatre - 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 Fire Authority Membership

1D Election of Chair

Members are invited to elect a Chair of the Authority, to serve until the Annual Meeting in 2019.

1E Election of Deputy Chair

Members are invited to elect a Deputy Chair of the Authority, to serve until the Annual Meeting in 2019.

Note: The Chair and Deputy Chair must be from different constituent authorities. If an election is necessary votes will be cast by secret ballot until one Member receives more than half the cast votes.

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 of Deputy Chair wish to act as 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 that the Members' Code of Conduct requires the disclosure of Statutory Disclosable Pecuniary Interests, Non-Statutory Disclosable Pecuniary Interests and Disclosable Non-Pecuniary Interests.
- 1J Minutes of Fire Authority** (Pages 1 - 2)
To confirm as a correct record the minutes of the Fire Authority Meeting held on 22nd May 2018.
- 1K Minutes of Brigade Managers' Pay and Performance Committee** TO FOLLOW
To receive, for information, the minutes of the Brigade Managers' Pay and Performance Committee meeting held on 5th June 2018.
- 1L Appointments to Committees etc., Outside Bodies and Member Roles** (Pages 3 - 38)
Members are asked to appoint to the committees etc., outside bodies and Member roles for 2018-19.
- The report of the Director of Governance and Commissioning sets out the requirements for these appointments.
- 1M Programme of Member Meetings 2018-19** (Pages 39 - 40)
- 1N Constitution**
Members are asked to adopt the constitution which contains the following sections:
- Section 1 – Cheshire Fire Authority
 - Section 2 – Key Documents
 - Section 3 – Members' Decision Making Bodies
 - Section 4 – Procedural Matters
 - Section 5 – Outside Bodies
 - Section 6 – Members' Roles
 - Section 7 – Protocols
 - Section 8 – Members' Codes of Conduct
 - Section 9 – Members' Allowance Scheme
 - Section 10 – Financial Regulations
 - Section 11 – Scheme of Delegation

A copy of the Constitution can be accessed on the Service's website:

<http://www.cheshirefire.gov.uk/about-us/fire-authority/cheshire-fire-authority-constitution>

ITEMS REQUIRING DISCUSSION / DECISION

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|----------|--|-------------------------|
| 2 | End of Year Financial Report 2017-18 | (Pages 41 - 50) |
| 3 | Treasury Management Report 2017-18 | (Pages 51 - 56) |
| 4 | Primary Authority Scheme Partnership Authorisation Process and General Update | (Pages 57 - 62) |
| 5 | Refresh of Risk Management Policy | (Pages 63 - 80) |
| 6 | Fire and Rescue National Framework for England | (Pages 81 - 116) |

PART 2 - BUSINESS TO BE DISCUSSED IN PRIVATE