



**Tuesday,  
10 December 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**

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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.

Most 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 CHESHIRE FIRE AUTHORITY  
TUESDAY, 10 DECEMBER 2019**

**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 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 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.

**1F Minutes of Fire Authority**

To confirm as a correct record the minutes of the Fire Authority Meeting held on 18<sup>th</sup> September 2019.

(Pages 1 - 4)

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

To receive, for information, the minutes of the Performance and Overview Committee meeting held on 27<sup>th</sup> November 2019.

TO FOLLOW

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

To receive, for information, the minutes of the Governance and Constitution Committee meeting held on 13<sup>th</sup> November 2019.

(Pages 5 - 10)

**1I Minutes of Brigade Managers' Pay and Performance Committee**

To receive, for information, the minutes of the Brigade Managers' Pay and Performance Committee meeting held on 23<sup>rd</sup> October 2019.

(Pages 11 - 12)

- 1J Minutes of Staffing Committee** (Pages 13 - 14)  
To receive, for information, the minutes of the Staffing Committee meeting held on 23<sup>rd</sup> October 2019.
- 1K Notes of the Risk Management Board** (Pages 15 - 20)  
To receive, for information, the notes of the Risk Management Board meeting held on 15<sup>th</sup> October 2019.
- 1L Notes of the Pension Board** TO FOLLOW  
To receive, for information, the notes of the Pension Board meeting held on 20<sup>th</sup> November 2019.

## **ITEMS REQUIRING DISCUSSION / DECISION**

- 2 Pension Board Terms of Reference** (Pages 21 - 24)

The Governance and Constitution Committee recommends that the Fire Authority approves the updated Terms of Reference of the Pension Board contained on pages 21 to 23 of the Agenda Pack (see minute 5 on page 7 of the Agenda Pack). Note: changes are shown in red. The Pension Board considered the Terms of Reference at its meeting on 20<sup>th</sup> November 2019 and expressed a preference to retain a quorum of 2 members of the Board rather than 3.

**Members are asked to approve the Pension Board Terms of Reference.**

Link to: [Pension Board Terms of Reference Report to Governance and Constitution Committee, 13th November 2019](#)

- 3 Funding of Capital Programme**

Performance and Overview Committee recommends that the Fire Authority agrees to a change of funding of the training centre project (see minute 2 of the Committee to be sent separately). A decision was previously made to borrow £11 million to fund the training centre project. However, with a delay in capital spending, particularly on the project at the Crewe Fire Station site, reserves can be used to fund the training centre project with borrowing taking place at a later date as required for other capital projects.

**Members are asked to agree a change to the way that the training centre project is funded (utilising reserves rather than borrowing) noting the removal of the cost of borrowing from the revenue budget for April 2020.**

Link to: [Financial Review - Quarter 2, 2019-20 Report to Performance and Overview Committee, 27th November 2019.](#)

- 4 Programme of Member Meetings 2020-21** (Pages 25 - 26)
- The Programme contained on pages 25 to 26 of the Agenda Pack is similar to the one being followed during this municipal year. It has been created taking into account business needs.
- Members are asked to approve the Programme of Member Meetings 2020-21.**
- 5 Members' Allowance Scheme 2020-21** (Pages 27 - 30)
- The Governance and Constitution Committee recommends that the Fire Authority approves the Members' Allowance Scheme 2020-21 contained in pages 27 to 30 of the Agenda Pack (see minute 2 on page 5 of the Agenda Pack).
- Members are asked to approve the Members' Allowance Scheme.**
- Link to: [Members' Allowance Scheme Report to Governance and Constitution Committee, 13th November 2019.](#)
- 6 Draft Integrated Risk Management Plan 2020-24** (Pages 31 - 34)
- 7 2020-21 Draft Budget and Medium Term Financial Position** (Pages 35 - 40)
- 8 Treasury Management - Mid Year Report 2019-20** (Pages 41 - 50)
- 9 Audit Progress Report and Sector Update** (Pages 51 - 66)
- 10 Staff Engagement Forum 2018-19** (Pages 67 - 80)
- 11 Recommendations from Constituent Authorities Concerned with 10 Minute Response Standard** (Pages 81 - 96)
- 12 Recommendations from Constituent Authorities Concerned with Climate Change** (Pages 97 - 110)

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