



**Wednesday,
1 July 2020
10.30 am**

**Meeting of
Cheshire Fire Authority
Remote Meeting**

Contact Officer:
Naomi Thomas
Democratic Services

Cheshire Fire and Rescue Service, Clemonds Hey, Oakmere Road, Winsford, Cheshire,
CW7 2UA

Tel: 01606 868804
E-mail: naomi.thomas@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.

This meeting of the Fire Authority will be held by remote means, i.e. the meeting will not be taking place in person at Sadler Road, but will be hosted over the Internet, using Skype for Business, with participants located in a variety of places.

The Government introduced legislation, due to the Coronavirus pandemic, that enables remote meetings to take place and the Fire Authority has adopted rules that allow and govern the way that remote meetings will work. The rules can be accessed [here](#).

The meeting must be open to the public and press. However, as the public and press cannot attend in person the Fire Authority is arranging for the meeting to be broadcast. Final details about how to access the broadcast will be published on the website prior to the meeting.

Questions by Electors

Given the current situation, questions for the Chair of the Fire Authority can be submitted by email to DemocraticServices@cheshirefire.gov.uk. Questions must be received at least five clear working days before the meeting takes place.

Access to Information

Copies of the Agenda are available on the Service's website (www.cheshirefire.gov.uk). A copy can also be obtained from Democratic Services via DemocraticServices@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 remote meeting, 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

The Authority audio records its meetings. There is a protocol on reporting at meetings which provides further information. Please contact Democratic Services for a copy of the recording via DemocraticServices@cheshirefire.gov.uk.



**MEETING OF CHESHIRE FIRE AUTHORITY
WEDNESDAY, 1 JULY 2020
Time : 10.30 am**

AGENDA

PART 1 - BUSINESS TO BE DISCUSSED IN PUBLIC

1 PROCEDURAL MATTERS

1A Appointments for 2020-21 (Pages 1 - 16)

The report of the Director of Governance and Commissioning sets out the political proportions, proportionality rules and calculations and appointments for 2020-21.

1B Recording of Meeting

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

1C Fire Authority Membership 2020-21

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

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

Labour

Cllr Marilyn Houston
Cllr Nick Mannion
Cllr Jonathan Parry

Conservative

Cllr Rachel Bailey
Cllr Michael Beanland
Cllr David Brown

Independent

Cllr David Edwardes
Cllr James Nicholas

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

Labour

Cllr Martyn Delaney
Cllr Gina Lewis
Cllr Bob Rudd
Cllr Peter Wheeler

Conservative

Cllr Razia Daniels
Cllr Jill Houlbrook
Cllr Stuart Parker
Cllr Norman Wright

Appointed by Halton Borough Council (3 Lab)

Labour

Cllr Phil Harris
Cllr Stef Nelson
Cllr Rob Polhill

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

Labour

Cllr Les Morgan
Cllr Karen Mundry
Cllr Steve Wright

Liberal Democrat

Cllr Mike Biggin

Note: The Police and Crime Commissioner for Cheshire, Mr David Keane, has also been afforded certain rights in relation to Fire Authority business, including the right to attend meetings.

1D Apologies for Absence

1E Chair's Announcements

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

1F 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.

1G Questions and Petitions from Members of the Public

To receive any questions submitted, in accordance with procedure rule 4.48 by members of the public from within the area covered by the Fire Authority. To receive any petitions submitted in accordance with procedure rule 4.56.

1H Minutes of Fire Authority

To confirm as a correct record the minutes of the Fire Authority Meeting held on 12th February 2020.

(Pages 17 - 32)

1I Minutes of Performance and Overview Committee

To receive, for information, the minutes of the Performance and Overview Committee meeting held on 26th February 2020.

(Pages 33 - 38)

1J Minutes of Estates and Property Committee

To receive, for information, the minutes of the Estates and Property Committee meeting held on 13th March 2020.

(Pages 39 - 42)

1K Urgent Business - Additional Capital Funding to Improve Environmental Performance of new Chester Fire Station

The Urgent Business form together with a copy of the supporting report considered by Estates and Property Committee is attached. Members will see that on 13th March 2020 the Estates and Property Committee resolved that the environmental performance of the new Fire Station should be enhanced. In addition, it recommended that the Fire Authority allocate an additional £300k to the project.

(Pages 43 - 52)

As there was no meeting of the Fire Authority in April due to the Coronavirus pandemic and because it was necessary to instruct the contractor, a decision was made using the procedure for Urgent business to be determined between Fire Authority meetings.

1L Fire Station Modernisation Programme - Release of Balance of Capital Funding (Pages 53 - 58)

The report of the Director of Governance and Commissioning sets out the current position of the Programme and seeks the release of the balance of the allocated capital funding so that the Programme can continue.

1M Programme of Member Meetings 2020-21 (Pages 59 - 60)

A programme of Member meetings was previously approved by the Fire Authority. As a result of the Coronavirus pandemic some meetings from 2019-20 did not take place. The programme has been updated slightly with some meetings having been pushed back. The attached programme will be updated and circulated in the next week or two.

1N Urgent Business - Remote Meeting Rules (Pages 61 - 74)

The Remote Meeting Rules were created using the procedure for Urgent Business to be determined between Fire Authority Meetings. The Remote Meeting Rules replace, amend, or suspend elements of the Fire Authority Constitution to allow remote meetings to take place.

The Urgent Business form and Remote Meeting Rules are attached.

10 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’ Role
- Section 7 – Protocols
- Section 8 – Members’ Code 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 via the following link:

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

ITEMS REQUIRING DISCUSSION / DECISION

- | | | |
|----------|--|-------------------|
| 2 | Integrated Risk Management Plan 2020-24
See separate pack containing all IRMP documents/reports. | |
| 3 | Internal Audit Plan 2020-21 | (Pages 75 - 86) |
| 4 | External Audit Plan 2019-20 | (Pages 87 - 108) |
| 5 | End of Year Financial Report 2019-20 | (Pages 109 - 120) |
| 6 | Treasury Management Annual Report 2019-20 | (Pages 121 - 128) |

PART 2 - BUSINESS TO BE DISCUSSED IN PRIVATE - NONE