



**Wednesday,
28 April 2021
10.00 am**

**Meeting of
Cheshire Fire Authority
Remote Meeting
Via Skype**

Contact Officer:
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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.

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 Cheshire Fire and Rescue Service 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 may be divided into two parts. Most business is dealt with in the first part which is open to the public. On some occasions business is dealt with in private in the second part of the meeting. There are a number of reasons for this, e.g. confidential information about individual people, or contracts are being considered.

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. Please contact Democratic Services for a copy of the recording via DemocraticServices@cheshirefire.gov.uk.



MEETING OF THE CHESHIRE FIRE AUTHORITY

WEDNESDAY, 28 APRIL 2021

Time : 10.00 am

Remote Meeting - Via Skype

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 10th February 2021.

(Pages 1 - 8)

1G Minutes of Performance and Overview Committee

To receive, for information, the minutes of the Performance and Overview Committee meeting held on 24th February 2021.

(Pages 9 - 14)

1H Minutes of Staffing Committee

To receive, for information, the minutes of the Staffing Committee meeting held on 22nd March 2021.

(Pages 15 - 16)

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 22nd and 30th March 2021.

(Pages 17 - 20)

- 1J Minutes of Governance and Constitution Committee** (Pages 21 - 42)
To receive, for information, the minutes of the Governance and Constitution Committee meeting held on 7th April 2021.

Members will see that there are two minutes where Governance and Constitution Committee has made recommendations to the Fire Authority which are to be considered at this meeting:

- 4 Amendments to Scheme of Delegation; and
- 5 Review into the way that Seats on the Fire Authority are Allocated to the Constituent Authorities

The report, Amendments to Scheme of Delegation can be found on pages 25 to 41 inclusive.

Members are asked to approve the amendments to the Scheme of Delegation which are appended to the report.

The report dealing with the Review into the way that Seats on the Fire Authority are Allocated to the Constituent Authorities is dealt with at Item 3, later in this Agenda.

- 1K Notes of the Risk Management Board** (Pages 43 - 48)
To receive, for information, the notes of the Risk Management Board meeting held on 16th March 2021.

- 1L Notes of the Local Pension Board – Firefighters Pension Scheme** (Pages 49 - 54)
To receive, for information, the notes of the Local Pension Board – Firefighters Pension Scheme meeting held on 17th March 2021.

- 1M Notes of the Member Training and Development Group** (Pages 55 - 58)
To receive, for information, the notes of the Member Training and Development Group meeting held on 23rd March 2021.

ITEMS REQUIRING DISCUSSION / DECISION

- 2 Annual Internal Audit Plan 2021-22** (Pages 59 - 70)
- 3 Review into the way that Seats on the Fire Authority are Allocated to the Constituent Authorities - Recommendations from Governance and Constitution Committee** (Pages 71 - 88)
- 4 Anti-Bullying Charter** (Pages 89 - 110)