



**Wednesday,
29 July 2020
10.00 am**

**Meeting of
Governance and
Constitution Committee
Sadler Road
Winsford**

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



MEETING OF THE GOVERNANCE AND CONSTITUTION COMMITTEE WEDNESDAY, 29 JULY 2020

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 Membership of Committee

Members are asked to note the membership of the Governance and Constitution Committee for 2020-21, as agreed by the Fire Authority on 1st July 2020.

Members:

Steve Wright (Chair)
Rob Polhill (Deputy Chair)
Rachel Bailey
Mike Biggin
David Brown
Martyn Delaney
Nick Mannion

Substitutes:

Michael Beanland
David Edwardes
Peter Wheeler

Independent (non-elected)
Members:

Derek Barnett
Lesley Thomson

1D Declarations 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 the Governance and Constitution Committee

(Pages 1 - 4)

To confirm as a correct record the Minutes of the meeting of the Governance and Constitution Committee held on Wednesday 29th January 2020.

ITEMS REQUIRING DISCUSSION / DECISION

2	Dispensations	(Pages 5 - 10)
3	Whistleblowing Annual Report 2019-20	(Pages 11 - 12)
4	Compliments and Complaints Annual Report 2019-20	(Pages 13 - 24)
5	Summary of Member Attendance 2019-20	(Pages 25 - 30)
6	Draft Statement of Assurance 2019-20	(Pages 31 - 54)
7	Allocation of Seats on Cheshire Fire Authority	(Pages 55 - 58)
8	Local Government Association Consultation on Model Member Code of Conduct	(Pages 59 - 86)