



**Wednesday,  
27 April 2022  
10.30 am**

**Meeting of  
Cheshire Fire Authority  
Sadler Road  
Winsford  
CW7 2FQ**

Contact Officer:  
Donna Linton  
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.

All meetings of the Authority are held at the Training Centre, Sadler Road, 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 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 Tel (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, the Agenda and 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. Most business is dealt with in the first part which is open to the public. On some occasions some business may need to be considered in the second part of the agenda, in private session. There are limited reasons which allow this to take place, e.g. as confidential information is being considered about an individual, or commercial information is being discussed.

**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**

The Authority audio records its meetings. Please contact Democratic Services for a copy of the recording via [DemocraticServices@cheshirefire.gov.uk](mailto:DemocraticServices@cheshirefire.gov.uk). The recordings are not kept indefinitely.

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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

WEDNESDAY, 27 APRIL 2022

Time : 10.30 am

Lecture Theatre - Training Centre, Sadler Road, Winsford, Cheshire CW7 2FQ

### 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 to disclose any interests that are relevant to any item on the Agenda.

###### 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 9<sup>th</sup> February 2022.

(Pages 5 - 10)

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

To receive, for information, the minutes of the Performance and Overview Committee meeting held on 2<sup>nd</sup> March 2022.

(Pages 11 - 16)

###### 1H Minutes of Staffing Committee

To receive, for information, the minutes of the Staffing Committee meeting held on 21<sup>st</sup> March 2022.

(Pages 17 - 20)

###### 1I Minutes of Governance and Constitution Committee

To receive, for information, the minutes of the Governance and Constitution Committee meeting held on 30<sup>th</sup> March 2022.

(Pages 21 - 24)

- 1J Notes of the Risk Management Board** (Pages 25 - 32)  
To receive, for information, the notes of the Risk Management Board meeting held on 15<sup>th</sup> March 2022.
- 1K Notes of the Member Training and Development Group** (Pages 33 - 36)  
To receive, for information, the notes of the Member Training and Development Group meeting held on 5<sup>th</sup> April 2022.
- 1L Urgent Business to be determined between Fire Authority Meetings** (Pages 37 - 38)

Donation of vehicles and equipment to support firefighters in the Ukraine

An item of business was considered to be sufficiently urgent that it could not wait until this meeting. It was determined using the 'urgency procedure' contained in paragraphs 4.87 – 4.89 of the Constitution. The form that was produced is attached to the Agenda Sheet. The Chair and Group Spokespersons all supported the action.

**ITEMS REQUIRING DISCUSSION / DECISION**

- 2 People Strategy 2022-2025** (Pages 39 - 66)
- 3 External Audit Plan for 2021-22** (Pages 67 - 122)
- 4 Internal Audit Plan 2022-23** (Pages 123 - 132)
- 5 Creation of an Audit Committee** (Pages 133 - 142)
- 6 Statement of Assurance 2021-22** (Pages 143 - 164)
- 7 Review of Member Champion Arrangements** (Pages 165 - 168)

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

**NONE**