



**Wednesday,
7 December 2022
10.30 am**

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

Contact Officer:
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Democratic Services

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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. 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.

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.

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)

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

Recording of Meetings

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

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, 7 DECEMBER 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 28th September 2022.

(Pages 7 - 14)

1G 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 9th November 2022.

(Pages 15 - 16)

1H Minutes of Staffing Committee

To receive, for information, the minutes of the Staffing Committee meeting held on 9th November 2022.

(Pages 17 - 20)

1I Minutes of Governance and Constitution Committee

To receive, for information and decisions the minutes of the Governance and Constitution Committee meeting held on 16th November 2022.

(Pages 21 - 58)

Item 3 – Review of Financial Regulations

The Report and Appendix considered by the Committee are attached as **Annex 1**. There was a requirement to confirm the changes to the Financial Regulations to the Fire Authority.

No decision is required.

Item 5 – Further Term for Independent Person (Handling of Complaints about Member Conduct)

The Report and Appendix considered by the Committee are attached as **Annex 2**. A decision is required.

Recommended that:

Mr Donald Clark be appointed as Independent Person for a further three year term (ending in February 2026).

Item 6 – Members’ Allowances Scheme Uplift 2022-23 and Members’ Allowances Scheme 2023-24

The Report and Appendix considered by the Committee are attached as **Annex 3**. Three decisions are required.

Recommended that:

[1] An uplift of 5% be applied to the Members’ Allowances Scheme 2022-23

Note: This effectively changes the way the Annual Increase is calculated and applied for 2022-23; instead of an across-the-board percentage pay award a lump sum pay award was given to Local Government employees and this could not be applied to the Members’ Allowances Scheme, as drafted.

[2] The allowance payable to the Independent Audit Committee Member be added to the Members’ Allowances Scheme

Note: The Independent Audit Committee Member was appointed on 16th November 2022. The role attracts an allowance of £1,250 (subject to any Annual Increase).

[3] The Members’ Allowance Scheme for 1st April 2023 to 31st March 2024 be based on the 2022-23 Scheme once the uplift has been applied.

Note: The Members' Allowance Scheme 2023-24 is attached to this Agenda as **Annex 3** (see pages 55 to 58). This is the Scheme that Members are being asked to approve. This is the 2022-23 Scheme after the 5% uplift has been applied. It includes the addition to the Scheme that is recommended in [2], above.

- 1J Minutes of Audit Committee** (Pages 59 - 62)
To receive, for information, the minutes of the Audit Committee held on 16th November 2022.
- 1K Minutes of Performance and Overview Committee** (Pages 63 - 68)
To receive, for information, the minutes of the Performance and Overview Committee meeting held on 23rd November 2022.
- 1L Notes of the Member Training and Development Group** (Pages 69 - 72)
To receive, for information, the notes of the Member Training and Development Group meeting held on 4th October 2022.
- 1M Notes of the Risk Management Board** (Pages 73 - 76)
To receive, for information, the notes of the Risk Management Board meeting held on 25th October 2022
- 1N Programme of Member Meetings 2022-23** (Pages 77 - 78)
The Programme is similar to previous years, taking into account as far as possible the anticipated meeting arrangements of the constituent authorities. Members are asked to note the Programme.

ITEMS REQUIRING DISCUSSION / DECISION

- 2 External Auditor's Annual Report 2021-22** (Pages 79 - 106)
- 3 Treasury Management - Mid Year Report 2022-23** (Pages 107 -114)
- 4 2023-24 Draft Budget, Council Tax and Medium-Term Financial Plan** (Pages 115 -120)

PART 2 - BUSINESS TO BE DISCUSSED IN PRIVATE

NONE