



**Wednesday,
26 April 2023
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, 26 APRIL 2023

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 15th February 2023.

(Pages 7 - 14)

1G Minutes of Performance and Overview Committee

To receive, for information, the minutes of the Performance and Overview Committee meeting held on 1st March 2023

(Pages 15 - 22)

Note The Emergency Services Sustainability Charter is attached to the minutes for information (see narrative on Minute 9)

1H 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 March 2023

(Pages 23 - 24)

1I Minutes of Audit Committee

To receive, for information and decision, the minutes of the Audit Committee meeting held on 19th April 2023

(To Follow)

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| 1J | Minutes of Governance and Constitution Committee
To receive, for information and decision, the minutes of the Governance and Constitution Committee meeting held on 19th April 2023 | (To Follow) |
| 1K | Notes of the Risk Management Board
To receive, for information, the notes of the Risk Management Board meeting held on 14 th March 2023 | (Pages 25 - 30) |
| 1L | Notes of the Local Pension Board - Firefighters Pension Scheme
To receive, for information, the notes of the Local Pension Board – Firefighter Pension Scheme meeting held on 29 th March 2023 | (Pages 31 - 36) |
| 1M | Notes of the Member Training and Development Group
To receive, for information, the notes of the Member Training and Development Group meeting held on 4 th April 2023 | (Pages 37 - 40) |

ITEMS REQUIRING DISCUSSION / DECISION

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|----------|---|-------------------|
| 2 | External Audit Plan 2022-23 | (Pages 41 - 96) |
| 3 | Internal Audit Plan 2023-24 | (Pages 97 - 110) |
| 4 | Statement of Assurance 2022-23 | (Pages 111 - 132) |
| 5 | Review of Member Training and Development 2022-23 and Member Development Programme 2023-24 | (Pages 133 - 156) |
| 6 | Responsibilities of Audit Committee (and Ancillary Matters) | (Pages 157 - 170) |

The attached report is being considered by Audit Committee and Governance and Constitution Committee on 19th April 2023. The decisions of these Committees will be reported to Members to enable the Fire Authority to make such decisions as it sees fit.

Note a) Items 2 and 3 are being considered at Audit Committee on 19th April 2023. The minutes of the Committee will be published and provided to Members prior to the Fire Authority meeting.

Note b) Item 4 is being considered at Governance and Constitution Committee on 19th April 2023. The minutes of the Committee will be published and provided to Members prior to the Fire Authority meeting.

Note c) Item 6 is being considered at Audit Committee and Governance and Constitution Committee on 19th April. The minutes of the Committees will be published and provided to Members prior to the Fire Authority meeting.

Note d) Governance and Constitution Committee will consider reports entitled Member Champions Arrangements and Review of Members' Code of Conduct. One will lead to a recommendation to the Fire Authority and the other may do so. In view of this both reports to be considered by the Committee are included at the end of the Agenda Pack. Any recommendations will be covered when the Minutes of the Committee are considered. (Pages 171 - 187)

PART 2 - BUSINESS TO BE DISCUSSED IN PRIVATE

None