



**Wednesday,  
27 April 2022  
11.30 am**

**(or on the rise of the Cheshire Fire  
Authority meeting, whichever is the  
later)**

**Meeting of  
Staffing Committee  
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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#### **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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## **MEETING OF THE STAFFING COMMITTEE**

**WEDNESDAY, 27 APRIL 2022**

**Time : 11.30 am (or on the rise of the Cheshire Fire Authority meeting, whichever is the later)**

**Training Centre, Sadler Road, Winsford, Cheshire CW7 2FQ**

### **AGENDA**

#### **Part 1 - Business to be discussed in public**

##### **1 PROCEDURAL MATTERS**

**1A Recording of Meeting**

**1B Apologies for Absence**

**1C Declaration of Members' Interests**

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

**1D Minutes of the Staffing Committee**

To approve the minutes of the Staffing Committee held on 21<sup>st</sup> March 2022

(Pages 5 - 8)

**2 Exclusion of Press and Public**

(Pages 9 - 10)

#### **Part 2 - Business to be discussed in Private**

**3 Blue Light Collaboration - Review of Arrangements**

(Pages 11 - 14)

This report is concerned with the future of the arrangements commonly referred to as Blue Light Collaboration. Cheshire Fire and Rescue Service and Cheshire Constabulary have operated with the benefit of a number of support functions delivered by staff employed by the Chief Constable – the Blue Light Collaboration

**4 Flexible Retirement and Pension Discretion relating to Statutory Officer**

(Pages 15 - 22)

This report is concerned with the employment arrangements of an office holder (employee)

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**MINUTES OF THE MEETING OF THE STAFFING COMMITTEE held on Monday, 21 March 2022 at Fire Conference Room - Fire Service HQ, Clemonds Hey, Winsford, Cheshire, CW7 2UA at 12.00 pm**

**PRESENT:** Councillors Bob Rudd (Chair), Michael Beanland, Stuart Parker and Peter Wheeler

**1 PROCEDURAL MATTERS**

**A Recording of Meeting**

Members were reminded that this meeting would be audio recorded.

**B Apologies for Absence**

Apologies for absence were received from Councillors Mike Biggin, Stef Nelson and Karen Mundry.

**C Declaration of Members' Interests**

There were no declarations of Members' interests.

**D Minutes of the Staffing Committee**

**RESOLVED:**

**That the minutes of the Staffing Committee held on 11<sup>th</sup> January 2022 be confirmed as a correct record.**

**2 PEOPLE STRATEGY 2022-2025**

Consideration was given to a report from the Director of Transformation that presented the draft People Strategy 2022-2025. The intention was to present the final draft of the Strategy to the Fire Authority on 27<sup>th</sup> April 2022 for consideration and approval.

The previous People Strategy was structured around the service's established "Steps Framework" and assigned priorities and objectives into three key stages of employment: Step In, Step Forward and Step Up. The new People Strategy had maintained a similar approach but the Steps Framework had been updated and extended to include a fourth stage "Step Away" which recognised the challenges and ongoing work associated with an ageing workforce. The Strategy had also been updated to reflect the new core values and referenced both the internal and external drivers that shape the organisation's people priorities.

**RECOMMENDED: That**

**[1] the People Strategy 2022-2025 be approved by the Fire Authority at its meeting on 27<sup>th</sup> April 2022.**

**3 2021 STAFF SURVEY ACTION PLAN**

Consideration was given to a report of the Director of Transformation that provided an update on progress with the development of an action plan following the 2021 staff survey.

Members were advised that the 2021 survey was the seventh exercise that had taken place and had been undertaken by an independent provider 'People Insight'. The online survey ran for six weeks between 18<sup>th</sup> October and 26<sup>th</sup> November 2021 and had received an overall response rate of 59%.

The survey was used to gauge the Service's engagement score and the overall score for the Service this time was 85%. This was the highest engagement score that the Service had achieved in a staff survey and demonstrated a 7% improvement on the previous survey. The 2021 survey showed results improving across each of the themes, however, there was a slight decline in the scores compared to the 2019 survey for Immediate Managers and Wellbeing. It was reported that there were a range of perceptions regarding wellbeing, with a significant difference in scoring between various roles and departments within the organisation.

Corporate Staff Survey Action Plans and the Departmental Staff Survey Action Plans were currently being developed and would be provided for staff to view once they were finalised. Progress against the plans would be monitored and a further update would be provided to Members in due course.

**RESOLVED: That**

**[1] the report be noted.**

**4 COMMUNICATIONS AND ENGAGEMENT DEPARTMENT UPDATE**

The Director of Transformation provided an update on the completion of the project to re-establish an in-house Communications and Engagement department. Members were advised that:-

- the Head of Communications and Engagement had been appointed at the Staffing Committee on 11<sup>th</sup> January 2022 and was now in post;
- transition of the communications team from Joint Corporate Services to the new in-house Communications and Engagement Department took place on 1<sup>st</sup> February 2022 – seven posts through the 'expression of interest' process and one by way of TUPE transfer;
- the Engagement and Public Affairs Manager and Equality, Diversity and Inclusion Advisor had moved into the Communications and Engagement department;

- the Head of Communications and Engagement had revisited the proposal to recruit a part-time Internal Communications Officer and living wage Communications Apprentice. The plan was to create one full time Level 4 Internal Communications Apprentice role, to be advertised in due course; and
- the Communications and Engagement department had recently had a two day teambuilding and development session which focussed on building the new communications and engagement strategy.

**RESOLVED: That**

**[1] the update be noted.**

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## CHESHIRE FIRE AUTHORITY

**MEETING OF:** STAFFING COMMITTEE  
**DATE:** 27<sup>TH</sup> APRIL 2022  
**REPORT OF:** GOVERNANCE AND CORPORATE PLANNING  
MANAGER  
**AUTHOR:** DONNA LINTON

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**SUBJECT:** EXCLUSION OF THE PRESS AND PUBLIC

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### Exclusion of the Press and Public

#### Recommended:

That under Section 100(A) (4) of the Local Government Act 1972, as amended by the Local Government (Access to Information) Order 2006, the press and public be excluded from the meeting for the items of business listed below on the grounds that they involve the likely disclosure of exempt information as defined in Schedule 12 A to the Act in the paragraphs indicated:

#### Item 3

#### Blue Light Collaboration - Review of Arrangements

##### Paragraph

- (3) Information relating to the financial or business affairs of any particular person (including the authority holding that information)
- (4) Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or officer holders under, the authority

#### Item 4

#### Flexible Retirement and Pension Discretion relating to Statutory Officer

##### Paragraph

- (1) Information relating to any individual
- (3) Information relating to the financial or business affairs of any particular person (including the authority holding that information)

**CONTACT OFFICER:** DONNA LINTON, FIRE SERVICE HQ, WINSFORD  
**TEL:** [01606] 868804

**BACKGROUND DOCUMENTS:** NONE

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of the Local Government Act 1972.

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