



**Wednesday,
28 June 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, 28 JUNE 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 Fire Authority Membership 2023-24

The following Member have been appointed to the Fire Authority by the respective constituent authorities:-

Appointed by Cheshire East Council (3 Lab, 4 Con, 2 Ind)

Labour

Cllr Marilyn Houston
Cllr Nick Mannion
Cllr Laura Smith

Conservative

Cllr Rachel Bailey
Cllr David Brown
Cllr Peter Coan
Cllr Margaret Simon

Independent

Cllr John Bird
Cllr Rob Moreton

Appointed by Cheshire West and Chester Council (4 Lab, 3 Con)

Labour

Cllr Steve Collings
Cllr Felicity Davies
Cllr Gina Lewis
Cllr Peter Wheeler

Conservative

Cllr Razia Daniels
Cllr Stuart Parker
Cllr Norman Wright

Appointed by Halton Borough Council (3 Lab)

Labour

Cllr Phil Harris
Cllr Stef Nelson
Cllr Rob Polhill

Appointed by Warrington Borough Council (2 Lab, 1 Con, 1 Lib Dem)

Labour

Cllr Karen Mundry
Cllr Brian Gallagher

Conservative

Cllr Kath Buckley

Liberal Democrat

Cllr Peter Walker

1C Apologies for Absence

1D Election of Chair

Members will be invited to elect a Chair of the Authority, to serve until the Annual Meeting in 2024.

1E Election of Deputy Chair

Members will be invited to elect a Deputy Chair of the Authority to serve until the Annual Meeting in 2024.

Note: The Chair and Deputy Chair must be from different constituent authorities.

1F Appointment of Group Spokespersons

A political group may appoint a Group Spokesperson. The respective names will be confirmed at the meeting.

1G Appointment of Lead Members

Each constituent authority is invited to appoint a Lead Member.

Note: Should the Chair and/or Deputy Chair wish to act as a Lead Member for their respective constituent authority they would automatically take the role.

1H Chair's Announcements

To receive any announcements that the Chair wishes to make prior to the commencement of the formal business of the meeting.

1I Declaration of Members' Interests

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

1J 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.

1K Minutes of the Fire Authority

To confirm as a correct record the minutes of the Fire Authority Meeting held on 26th April 2023.

(Pages 7 - 12)

1L 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 21st April 2023.

(Pages 13 - 14)

1M Grant of Dispensation to New Members (Pages 15 - 18)
Members are asked to consider the attached report.

1N Appointments of Committees etc., Outside Bodies and Member Roles 2023-24 (Pages 19 - 60)
Members are asked to consider the attached report and appoint Committees etc., Outside Bodies and Member Champion Roles for 2023-24. The Director of Governance sets out the requirements for these appointments in the attached report and appendices.

1O Programme of Member Meetings 2023-24 (Pages 61 - 62)
This had previously been approved by the Fire Authority in December 2022 and since then some minor changes to meeting dates have taken place.

Members are asked to note the Programme.

1P Constitution
Members are asked to adopt the Constitution which contains the following sections:-

Section 1, Cheshire Fire Authority; Section 2, Key Documents; Section 3, Members' Decision Making Bodies; Section 4, Procedural Matters; Section 5, Outside Bodies; Section 6, Members' Roles; Section 7, Protocols; Section 8, Members' Code of Conduct; Section 9, Members' Allowances Scheme; Section 10, Financial Regulations; and Section 11, Scheme of Delegation

A copy of the Constitution can be accessed on the Cheshire Fire and Rescue Service website:-

[Constitution 2023](#)

The Constitution requires some updating and will be reviewed by the Governance and Constitution Committee during the 2023-24 Municipal Year.

In the meantime, Members are asked to agree changes to the officer responsibilities that are contained in the existing Scheme of Delegation (Power of Officers).

Recommended: That Members agree that:

- [1] The Deputy Chief Fire Officer will become the Senior Information Risk Owner (with the Director of Governance deputising for the Senior Information Risk Owner).
- [2] The Head of People and Organisational Development (in place of the Director of Transformation) be responsible for the following:-

- a) Leading, developing, implementing and reviewing strategies, policies and procedures relating to human resources and workforce transformation;
- b) Ensuring that individual and organisational development needs are established and met as far as reasonably practicable;
- c) Securing and managing payroll, pension and occupational health requirements;
- d) Maintaining a suitable policy and effective procedures intended to secure appropriate checks on potential (and current) employees and volunteers (e.g. DBS);
- e) Fulfilling the role of lead officer for dignity at work issues;
- f) Managing and chairing the JCNP and leading on trade union relations;
- g) Acting as panel member in consideration and determination of applications for voluntary redundancy;
- h) Fulfilling the role of Scheme Manager responsible for the management and administration of the firefighters' pension schemes;
- i) Leading upon, developing, implementing and reviewing the Service's equality policies and procedures.

ITEMS REQUIRING DISCUSSION / DECISION

2	Finance Report End of Year 2022-23	(Pages 63 - 70)
3	Treasury Management Annual Report 2022-23	(Pages 71 - 78)
4	Exclusion of Press and Public	(Pages 79 - 80)

PART 2 - BUSINESS TO BE DISCUSSED IN PRIVATE

5	Blue Light Collaboration	(Pages 81 - 128)
6	Fire Station Modernisation Programme - Year Three	(Pages 129 - 136)