



**Wednesday,
5 July 2023
10.00 am**

**Meeting of
Governance and
Constitution Committee
Sadler Road
Winsford
CW7 2FQ**

Contact Officer:
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Cheshire Fire Authority

Notes for Members of the Public

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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)

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.

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MEETING OF THE GOVERNANCE AND CONSTITUTION COMMITTEE WEDNESDAY, 5 JULY 2023

Time : 10.00 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 Membership of Committee

Members are asked to note the membership of the Governance and Constitution Committee for 2022-23, as agreed by the Fire Authority on 28th June 2023.

1D Declarations of Members' Interests

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

1E Minutes of the Governance and Constitution Committee

(Pages 5 - 8)

To confirm as a correct record the Minutes of the meeting of the Governance and Constitution Committee held on Wednesday 19th April 2023.

1F Appointment of Members to Audit Committee for 2023-24

The Audit Committee is comprised of four elected Members and an independent (non-elected) audit committee member.

To be politically proportionate the Labour Group needs to have the majority of seats on the Audit Committee. As the independent (non-elected) audit committee member is now co-opted she has a vote. Therefore, the Audit Committee will need to be made up of 3 Labour Members and 1 Conservative Member.

It would be helpful if the Members appointed to the Audit Committee could indicate which Member they expect to be Chair of the Committee. This will be confirmed at the first meeting of the Audit Committee on 12th July 2023.

Recommended That:

- [1] Members confirm the 3 Labour Members and 1 Conservative Member who will sit on the Audit Committee for 2023-24; and**
- [2] The Labour Members indicate who will Chair the Audit Committee for 2023-24.**

ITEMS REQUIRING DISCUSSION / DECISION

2	Whistleblowing Annual Report 2022-23	(Pages 9 - 22)
3	Summary of Member Attendance 2022-23 Municipal Year	(Pages 23 - 26)
4	Compliments and Complaints Annual Report 2022-23	(Pages 27 - 38)
5	Review of Corporate Compliments and Complaints Policy and Procedure	(Pages 39 - 64)
6	Procedure - Sections 114 to 116 Local Government Finance Act 1988	(Pages 65 - 70)
7	Fire Authority Constitution - Review (Part One)	(Pages 71 - 94)