

CHESHIRE FIRE AUTHORITY

MEETING OF: GOVERNANCE AND CONSTITUTION COMMITTEE
DATE: 12th JULY 2022
REPORT OF: DIRECTOR OF GOVERNANCE AND COMMISSIONING
AUTHOR: ANDREW LEADBETTER

SUBJECT: SUMMARY OF MEMBER ATTENDANCE
2021-22

Purpose of Report

1. To provide information about Member attendance for 2021-22.

Recommended: That Members

- [1] Consider the information about Member attendance for 2021-2022.

Background

2. This Committee has the following responsibility: 'Monitors Member attendance and recommends action to the Fire Authority'.
3. Members previously agreed guidelines relating to Member attendance. They determined that an acceptable level of attendance was considered to be 70%, or more in respect of the Authority and its main committees, e.g., Estates and Property Committee, Governance and Constitution Committee and Performance and Overview Committee.
4. In addition, Members also agreed the following principles:
 - (a) In addition to recording Member attendance at the main bodies, information will be collected on attendance at other bodies, including attendance at conferences and seminars. This additional information will be made available at the request of the Committee;
 - (b) Should the Committee consider a Member's attendance is unsatisfactory, the circumstances will be referred by the Chair of the Committee to the relevant Member, in the first instance, and the Group Leader of the relevant party for action; and
 - (c) If this action does not improve the position, a formal resolution from the Committee will be sought to refer the matter to the Party Whip at the constituent authority for determination.

Information

5. Appendix 1 to this report includes a summary of Member attendance at the Fire Authority and the main committees for 2021-22. It only contains information about those current Members that were members of the Fire Authority during 2021-22; former Members are not included.
6. Appendix 2 to this report provides details of the Planning Days attended and additional meetings attended by Members. It also includes information about the conferences and events that Members attended in 2021-22 on behalf of the Authority.
7. Members will appreciate that due to the Covid-19 Pandemic some meetings and events were postponed or cancelled.
8. Members are asked to consider the information in this report and the Appendices to it.
9. Officers believe the current format of the attendance summary tables could be improved to better represent Member attendance at formal meetings e.g., Brigade Manager's Pay and Performance Committee could be shown in a separate column. The Planning Days are also key meetings and should be moved to Appendix 1. The revised approach will be presented to the Committee next year. It should provide greater clarity.

Financial Implications

10. There are no financial considerations arising from this report.

Legal Implications

11. There are no legal implications arising from this report.

Equality and Diversity Implications

12. There are no equality and diversity implications arising from this report. It is important, however, that Members are treated appropriately and fairly if they are having difficulty attending meetings/events.

Environmental Implications

13. There are no environmental implications.

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BACKGROUND PAPERS: NONE