

CHESHIRE FIRE AUTHORITY

MEETING OF: GOVERNANCE AND CONSTITUTION COMMITTEE
DATE: 10th JULY 2024
REPORT OF: DIRECTOR OF GOVERNANCE
AUTHOR: ANDREW LEADBETTER

SUBJECT: SUMMARY OF MEMBER ATTENDANCE
2023-24 MUNICIPAL YEAR

Purpose of Report

1. To provide information about Member attendance for the 2023-24 Municipal Year.

Recommended: That Members

- [1] Consider the information about Member attendance for the 2023-2024 Municipal Year in order to determine whether any action is necessary.

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., 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 table of Member attendance at the Fire Authority and the main committees for the 2023-24 Municipal Year. It only contains information about Members that are members of the Fire Authority for 2024-25; former Members are not included.
6. Appendix 2 to this report provides details of other meetings (including Member Planning Days), events and training sessions that Members have attended.

Financial Implications

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

Legal Implications

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

Equality and Diversity Implications

9. 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 due to other commitments.

Environmental Implications

10. There are no environmental implications.

CONTACT: DONNA LINTON, CLEMONDS HEY, WINSFORD

TEL [01606] 868804

BACKGROUND PAPERS: NONE