

## **CHESHIRE FIRE AUTHORITY**

**MEETING OF:** CHESHIRE FIRE AUTHORITY  
**DATE:** 21<sup>ST</sup> JUNE 2017  
**REPORT OF:** DIRECTOR OF GOVERNANCE AND COMMISSIONING  
**AUTHOR:** ANDREW LEADBETTER

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**SUBJECT:** APPOINTMENTS TO COMMITTEES ETC.,  
OUTSIDE BODIES AND MEMBER ROLES

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### **Purpose of Report**

1. This report allows Members to consider/determine the following issues:
  - a) Responsibilities of the Fire Authority and its committees, boards etc.;
  - b) Political proportions on the Fire Authority;
  - c) Political proportionality rules (where they apply and where they don't and their affect upon the allocation of seats on committees etc.);
  - d) Appointment of Members to available seats on committees etc;
  - e) Appointment of independent members;
  - f) Appointments to outside bodies;
  - g) Appointment of Member Champions; and
  - h) Endorsement of Member/officer buddy arrangements.

#### **Note:**

This report has been prepared on the basis that Members agree to the creation of a new decision-making body with seven Members appointed to it.

Appendix 2B contains information about the political proportionality rules and allocation of seats on committees etc. The approach to the allocation of seats assumes that the Chairs of the Fire Authority and committees will be from the Labour Group.

Appendix 2C contains details of appointments required to committees, boards and groups. Appendix 3 shows the required appointments to outside bodies. Appendix 4 contains information about Member Champions.

It is anticipated that Appendices 2C, 3 and 4 will be re-circulated complete with details of proposed appointees following discussions with the political Group Leaders. It is hoped that this will take place in advance of the meeting.

## **Recommended:**

**Members are asked to:**

- [1] Confirm the responsibilities of the Fire Authority set out in Appendix 1;**
- [2] Agree the responsibilities of Committees, Boards and Groups set out in Appendix 2A (with the addition of the new Member decision-making body);**
- [3] Note the political proportions on the Fire Authority set out in paragraph 3;**
- [4] Agree the approach to the allocation of seats explained in paragraphs 5 and 6 and Appendix 2B;**
- [5] Agree the appointments required as set out in Appendix 2C;**
- [6] Agree the appointment of independent members (to act in an advisory capacity) as set out in paragraphs 11 and 12 of the report and shown in Appendix 2C;**
- [7] Agree the appointments to outside bodies set out in Appendix 3;**
- [8] Agree the appointments of Member Champions set out in Appendix 4; and**
- [9] Agree the continuation of the Member/officer buddy arrangements.**

### **a) RESPONSIBILITIES OF THE FIRE AUTHORITY**

2. The responsibilities of the Fire Authority are set out in Appendix 1.

### **b) RESPONSIBILITIES OF COMMITTEES, BOARDS ETC.**

3. Appendix 2A contains details of the responsibilities of the respective committees etc. The respective responsibilities for plans, strategies and policies attributed to the Fire Authority are contained in the list that has been updated to reflect the removal of Policy Committee from the Authority's meeting structure.

**c) POLITICAL PROPORTIONS ON THE FIRE AUTHORITY**

4. Political proportions are important as they determine the allocation of seats on some committees. The proportions are shown as percentages in the table below:

Political Group	Seats	Percentage
Conservative	8	34.78
Labour	13	56.52
Democratic	2	8.70
Total	23	100

5. The Democratic Group is formed by Councillors Biggin and Mahon. The Leader of the Democratic Group is Councillor Biggin.

**d) POLITICAL PROPORTIONALITY RULES (WHERE THEY APPLY AND WHERE THEY DON'T AND THEIR AFFECT UPON THE ALLOCATION OF SEATS ON COMMITTEES ETC.)**

6. The Local Government (Committees and Political Groups) Regulations 1990 and Local Government and Housing Act 1989 make provision for the handling of political group representation on the Fire Authority's committees. For the sake of simplicity the term 'political proportionality rules' has been used.

7. The political proportionality rules are not straight-forward. They involve the application of certain principles '...so far as reasonably practicable...' in allocating seats to political groups. These principles are set out below:

- a) that not all the seats on the body are allocated to the same political group;
- b) that the majority of the seats on the body is allocated to a particular political group if the number of persons belonging to that group is a majority of the authority's membership;
- c) subject to paragraphs (a) and (b) above, that the number of seats on the ordinary committees of a relevant authority which are allocated to each political group bears the same proportion to the total of all the seats on the ordinary committees of that authority as is borne by the number of members of that group to the membership of the authority; and
- d) subject to paragraphs (a) to (c) above, that the number of the seats on the body which are allocated to each political group bears the same proportion to the number of all the seats on that body as is borne by the number of members of that group to the membership of the authority.

**e) APPOINTMENT OF MEMBERS TO AVAILABLE SEATS ON COMMITTEES ETC.**

8. Members are asked to note the information above and in Appendix 2B when considering the appointments required in Appendix 2C and the allocations of seats.
9. Not all of the Authority's bodies are caught by the political proportionality rules. For example, the Member Training and Development Group is not.
10. Some other bodies exist where there is no requirement for appointments to be made at the annual meeting, e.g. Closure of Accounts Committee and Staffing Committee.

**f) APPOINTMENT OF INDEPENDENT MEMBERS**

11. Last year there were two independent members on Governance and Constitution Committee and one independent member on the Performance and Overview Committee and the Member Training and Development Group. They fulfil an advisory role.
12. The independent members have agreed to continue in the roles indicated:

Governance and Constitution Committee:

A Ruddy, L Thomson

Performance and Overview Committee:

A Ruddy

Member Training and Development Group:

L Thomson

13. They have indicated that one of them will endeavour to attend the new Member decision-making body. Details appear in Appendix 2C.

**g) OUTSIDE BODIES**

14. Members are asked to make appointments to the outside bodies covered in Appendix 3. Members will see that the roles of the bodies and delegated powers (if any) are set out in the appendix.

**h) MEMBER CHAMPIONS**

15. Members are asked to appoint the Member Champions covered in Appendix 4.

**i) MEMBER/OFFICER BUDDY ARRANGEMENTS**

16. The Authority operates a Member/officer buddy arrangement. This is intended to provide Members with officer support to help develop their overall and wider knowledge of the organisation and the fire and rescue sector generally.
17. Members are asked to agree the continuation of the buddy arrangements. The alignment of Members/officers will be confirmed shortly after the meeting to take account of Member appointments e.g. Member Champion roles.

### **Financial Implications**

18. The cost of operating the democratic process is contained within the Authority's budget.

### **Legal Implications**

19. The Fire Authority has delegated certain functions to various decision making bodies and has in place arrangements to facilitate good communications between Members and officers. The appointments made as a result of this report help to ensure that decisions made will be set within an appropriate legal framework.

### **Equality & Diversity Implications**

20. There are no equality and diversity implications arising from this report.

### **Environmental Implications**

21. There are no environmental implications arising from this report.

**CONTACT: JOANNE SMITH, FIRE SERVICE HQ, WINSFORD**  
**TEL [01606] 868804**  
**BACKGROUND PAPERS: NONE**