

CHESHIRE FIRE AUTHORITY

MEETING OF: CHESHIRE FIRE AUTHORITY
DATE: 20TH JUNE 2018
REPORT OF: DIRECTOR OF GOVERNANCE AND COMMISSIONING
AUTHOR: ANDREW LEADBETTER

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

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:

At the time that this report was published it was not clear whether a new Member of the Authority would join one of the political groups. As a result two versions of Appendix 2A have been prepared. They are headed:

Three Political Groups only

Three Political Groups plus one independent Member

Blank copies of Appendices 2B, 3 and 4 have been included. Completed versions will be circulated separately once the position has been clarified (although this may only happen on the day of the meeting). In the meantime discussions with current Group Spokespersons are continuing.

Recommended:

Members are asked to:

- [1] Confirm the responsibilities of the Fire Authority set out in Appendix 1A;**
- [2] Agree the responsibilities of Committees, Boards and Groups set out in Appendix 1B;**
- [3] Note the political proportions on the Fire Authority set out in paragraph 4;**
- [4] Agree the approach to the allocation of seats explained in paragraphs 6 and 7 and Appendix 2A;**
- [5] Agree the appointments required as set out in Appendix 2B;**
- [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 2B;**
- [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.**

RESPONSIBILITIES OF THE FIRE AUTHORITY

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

RESPONSIBILITIES OF COMMITTEES, BOARDS ETC.

3. Appendix 1B 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.

POLITICAL PROPORTIONS ON THE FIRE AUTHORITY

4. Political proportions are important as they determine the allocation of seats on some committees. At the time of writing it is anticipated that the following Political Groups will exist at the time of the Fire Authority meeting: Conservative; Labour; and Democratic.

Political Group	Seats	Percentage
Labour	12	52.17%
Conservative	8	34.78%
Democratic	3	13.04%
Total	23	100.00%

5. The percentages to be applied in applying the political proportions will depend upon whether the independent Member appointed by Cheshire West and Chester Borough Council is invited and decides to join the Democratic Group.

The two versions of Appendix 2A explain this.

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.

APPOINTMENT OF MEMBERS TO AVAILABLE SEATS ON COMMITTEES ETC.

8. Members are asked to note the information above and in Appendix 2A when considering the appointments required in Appendix 2B 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 (role fulfilled by Performance and Overview Committee) and Staffing Committee (same membership as Brigade Managers' Pay and Performance Committee).

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. One of the independent members stepped down in the Autumn and a new independent member was appointed to replace her.
12. The independent members have agreed to fulfil the roles indicated:

Governance and Constitution Committee:
D Barnett, L Thomson
Performance and Overview Committee:
D Barnett
Estates and Property Committee:
D Barnett or L Thomson
Member Training and Development Group:
L Thomson
13. Details appear in Appendix 2B.

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.

MEMBER CHAMPIONS

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

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**