

Status of Report: Public

Meeting: CFA Corporate Governance Committee

Date: 24 November 2021

Subject: Review and Revision of the Constitution of the Combined Fire Authority

Report by: The Monitoring Officer

Author: Lauren Haslam

For: Decision

Purpose

1. The purpose of this report is to seek approval for the submission of the revised CFA Constitution (Part 2 – Constitutional Framework) to the Combined Fire Authority (CFA) for approval at its meeting on 2 December 2021.

Recommendation

2. The Committee is asked to approve the changes to the Constitution, Part 2 – Constitutional Framework detailed in the Appendix to this report, for submission to the CFA for approval at its meeting on 2 December 2021.

Executive Summary

3. Article 12 of the Constitution gives the Monitoring Officer a duty to monitor and review the operation of the Constitution to ensure that the aims and principles are given full effect and kept up to date.
4. Rule 30 of the Meeting Procedure Rules states that changes to the procedure rules may only be added to, varied or revoked by a motion passed at the meeting of the full CFA.
5. Subject to the approval by the Corporate Governance Committee, the CFA will consider a report on this matter on 2 December 2021 and, should approval be granted, the changes to Part 2 – Constitutional Framework (as set out in the appendix to this report), will come in to force on 3 December 2021.

Background

6. The proposed changes are described in detail in the Appendix to this report. The changes proposed are:-

- i) Part 2 – Constitutional Framework – Schedule 2 (a) Role of Chair of the CFA be amended to include new (7) *conduct an annual appraisal/performance review of the Chief Fire and Rescue Officer.*
- ii) Part 2 – Constitutional Framework, Article 6 ‘The Employment Committee’, 6.2 Functions be amended to include new (d) *To conduct an annual salary review of the Chief Fire and Rescue Officer.*

In addition, Part 7 – Management Structure will be updated to reflect changes in personnel.

- 7. The Constitution requires that changes to the Constitution must be approved by the CFA after consideration of the recommendations of the Corporate Governance Committee.
- 8. The CFA will consider a report on this matter at its meeting on 2 December 2021 and, should approval be granted to the changes to Part 2 – Constitutional Framework (as set out in the appendix to this report), they will come in to force on 3 December 2021.

Report Implications/Impact

- 9. Legal (including crime and disorder)

There are no legal implications arising from this report.

- 10. Financial (including value for money, benefits and efficiencies)

There are no direct financial implications arising from this report.

- 11. Risk (including corporate and operational, health and safety and any impact on the continuity of service delivery)

There are no risks arising from this report.

- 12. Staff, Service Users and Stakeholders (including the Equality Impact Assessment)

There are no staff, service users or stakeholder implications arising from this report.

- 13. Environmental

There are no environmental implications arising from this report.

Impact upon Our Plan Objectives

- 14. None.

Background Papers

15. The Constitution of the Leicester, Leicestershire and Rutland Combined Fire Authority

<https://leics-fire.gov.uk/wp-content/uploads/2021/07/updated-constitution-2021.pdf>

Appendix

Proposed changes to the Constitution.

Officers to Contact

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