

**Status of Report: Public**

**Meeting: Combined Fire Authority**

**Date: 29 November 2023**

**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 of the Combined Fire Authority (CFA) for the proposed changes to the CFA's Constitution. A supplementary report will be circulated to members nearer to the meeting, following the Corporate Governance Committee meeting on 22 November 2023.

### **Recommendation**

2. It is recommended that the CFA has regard to the information in this and the subsequent supplementary report.

### **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. A supplementary report to this report is being produced by officers. This will detail the recommendations to the CFA of the Corporate Governance Committee following its meeting on 22 November 2023, which is after the agenda for this meeting was circulated to members.

### **Background**

6. The Constitution requires that changes to the Constitution must be approved by the CFA after consideration of the recommendations of the Corporate Governance Committee.

**Report Implications/Impact**7. Legal (including crime and disorder)

There are no legal implications arising from this report.

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

There are no direct financial implications arising from this report.

9. 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.

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

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

11. Environmental

There are no environmental implications arising from this report.

**Impact upon Our Plan Objectives**

None.

**Background Papers**

Report to the Corporate Governance Committee 22 November 2023 – Review and Revision of the Constitution of the Combined Fire Authority  
<https://leics-fire.gov.uk/your-fire-service/decision-making/cfa-meetings/>

**Officers to Contact**

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