

LEICESTER, LEICESTERSHIRE AND RUTLAND COMBINED FIRE AUTHORITY

CONSTITUTION – PROPOSED CHANGES TO THE CONSTITUTION 2023

SECTION	CURRENT	REVISED	REASONS
Part 2 – Constitutional Framework – Article 3 – CFA and the Public, 3.3 Equal Opportunities	Did not reflect current wording and specific responsibility for investigating complaints of non-compliance	Section amended to ‘Equality and Inclusion’ (to be reflected throughout the Constitution), and final sentence to be updated to – <i>3.3 The CFA will ensure a thorough investigation of any complaint of non-compliance with this Policy is undertaken by the Monitoring Officer (or their nominee)</i> .	To ensure wording around equality is more appropriate, and to have a specific officer responsible for dealing with complaints, not the CFA.
Part 2 – Constitutional Framework, Article 4 – The Full CFA, 4.1 (a) Policy Framework	Did not reflect the change in title of plans and strategies.	Amended to reflect the updated titles: <i>(i) Community Risk Management Plan</i> <i>(iii) Annual Report on Equalities and Inclusion</i>	The previously titled Integrated Risk Management Plan is now called the Community Risk Management Plan
Part 2 – Constitutional Framework, Article 4 –	Did not include the CFA having oversight of external inspection findings	A further function of the CFA added – <i>4.2 (i) oversight of progress against inspection findings from external regulators.</i>	To ensure inspection findings are acted upon and reported.

The Full CFA, 4.2 Functions			
Part 2 – Constitutional Framework, Article 4 – The Full CFA, 4.3 – Meetings	Lack of flexibility around the number of ordinary meetings to be held each year and the ability to cancel a meeting.	Amended to the following: <i>(b) Ordinary meetings (up to 4 per year)</i> Additional wording to be added – <i>Where no business is to be transacted, the meeting will be cancelled, in agreement with the Chairman and Vice Chairman.</i>	To provide the flexibility to be able to cancel an ordinary meeting, if there is no business.
Part 2 – Constitutional Framework, Article 5 – The Corporate Governance Committee, 5.1 Composition	No reference to the appointment of Independent Members.	Membership to be revised to the following- <i>5.1 Membership of the Committee shall be determined by the CFA and shall include up to two Independent Members who shall be non-voting co-optees.</i>	To reflect the appointment of Independent Members, as agreed by the CFA at its meeting on 4 October 2023.
Part 2 – Constitutional Framework – Article 5 – The	Lack of clarity around the Committee’s scrutiny function.	Wording to be amended – <i>5.2 (a) To promote, maintain and scrutinise high standards within the CFA in relation to the operation of its Code of Governance...</i>	To ensure the Committee scrutinises the CFA effectively.

Corporate Governance Committee, 5.2 Functions			
Part 2 – Constitutional Framework – Article 6 – The Employment Committee, 6.2 Functions	No ability for the Employment Committee to make a decision on the outcome of the annual salary review of the Chief Fire and Rescue Officer.	Function to be revised – <i>6.2 (d) To conduct an annual salary review of the Chief Fire and Rescue Officer and to make a decision on the outcome of the review.</i>	To ensure the Employment Committee is able to make a decision, rather than needing to make a recommendation to the CFA.
Part 4 – Procedure Rules - Section C – CFA Meeting Procedure Rules, Rule 1 – Meetings of the CFA	Lack of flexibility as to when the Annual meeting of the CFA can be held.	Rule 1.1 to be amended – <i>1.1 The CFA shall hold an annual meeting each year, usually before the last day of June, except in exceptional circumstances.</i>	To provide some flexibility to hold an annual meeting at a later date in the year, if required.
Part 5 – Section K - Anti-Fraud and	To be updated to reflect changes approved by the Corporate Governance Committee in July 2023.		

Corruption Strategy	
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