

ROYAL BERKSHIRE FIRE AUTHORITY



COMMITTEE	FIRE AUTHORITY
DATE OF MEETING	25 JUNE 2020
SUBJECT	APPOINTMENT OF COMMITTEES, LEAD MEMBER, MEMBER CHAMPIONS AND OUTSIDE BODIES
LEAD OFFICER	GRAHAM BRITTEN, MONITORING OFFICER
LEAD MEMBER	<i>n/a</i>
EXEMPT INFORMATION	NONE
ACTION	FOR DECISION

1. **EXECUTIVE SUMMARY**

- 1.1 To agree Member nominations received for the appointment of Royal Berkshire Fire Authority Committees in accordance with the Constitution and the rules relating to political balance.

2. **RECOMMENDATION/S**

That the Fire Authority:

- 2.1 **Agree** nominations received for the appointment of Audit and Governance Committee and Management Committee in **Table 5**;
- 2.2 **Agree** nominations received for the appointments for Lead Member, Member Champion roles, Outside Bodies and Working Groups listed in **Table 6**; and
- 2.3 **Agree** Role Descriptions for Royal Berkshire Fire Authority Members (attached as Appendix A).

3. **REPORT**

- 3.1 This year has been an unprecedented year due to the effects of COVID-19 worldwide. Due to the postponement of Local Elections in May 2020, a number of local councils in Berkshire have chosen to postpone their Annual Meetings and have made appointments to Committees based on 2019/20 election year.

- 3.2 The Fire Authority will have 20 members in 2020/21 and, following nominations by Local Authorities in Berkshire, will comprise 12 Conservative members, 5 Labour members and 3 Liberal Democrat members.
- 3.3 At the end of April 2020, the six Unitary Authorities were asked to nominate the number of Councillors outlined in the table below. The number of seats from each Unitary Authority is determined from the registered local government electors' data published by Office for National Statistics on 22 May 2020.

Table 1

Unitary Authority	Seats
Bracknell	3
Reading	3
Slough	3
RBWM	3
West Berks	4
Wokingham	4
Total	20

- 3.4 Set out below are tables which indicate the overall allocation of Fire Authority places per Political Group and the total number of places, each Group will be allocated.

Table 2

Total Number of Royal Berkshire Fire Authority Members

Total number of Fire Authority Members	Conservative	Labour	Liberal Democrats
20	12 = 60%	5 = 25%	3 = 15%

Table 3

Total number of places on Management Committee

Total number of places on Management Committee	Conservative	Labour	Liberal Democrats
11	11 x 60% = 6.6 (6 seats)	11 x 25% = 2.75 (3 seats)	11 x 15% = 1.65 (2 seats)

Table 4

Total number of places on Audit and Governance Committee

Total number of places on Audit and	Conservative	Labour	Liberal Democrats

Governance Committee	9	9 x 60% = 5.4 (6 seats)	9 x 25% = 2.25 (2 seats)	9 x 15% = 1.35 (1 seat)
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- 3.3 **Table 3:** first cut of the figures gives an entitlement of seats to 6 Conservatives, 2 Labour and 1 Liberal Democrats; with Labour and Liberal Democrats closest in entitlement to tenth and eleventh seats.
- 3.4 **Table 4:** first cut of the figures gives an entitlement of seats to 5 Conservatives, 2 Labour and 1 Liberal Democrat; with Conservative closest in entitlement to the ninth seat.
- 3.5 This year, no political changes were made by Unitary Authority nominations onto the Fire Authority, and all Unitary Authorities in Berkshire have largely nominated the same Councillors onto the Fire Authority as last year.
- 3.6 Slough Borough Council was the exception and has nominated one new Fire Authority Member, Councillor Harjinder Minhas alongside Councillors Christine Hulme and Dexter Smith. Councillor Harjinder Minhas will be welcomed to the Fire Authority at its annual meeting.
- 3.7 We sadly say goodbye and send best wishes to Councillor Ted Plenty who stood down from the Fire Authority in May 2020.
- 3.8 Table 5 below shows the number of seats available on each committee per political group. Table 6 shows special responsibility positions available and non-Special Responsibility Allowance (SRA) roles available for appointments to outside bodies, Member Champions and Working Groups. This paper is seeking Fire Authority Members to agree nominations received for Member appointments in Table 5 and 6.
- 3.9 In accordance with RBFA Scheme of Allowance MA10 no more than 10 SRAs should be paid at any one time. Members with two or more SRA roles receive the payment of one role, usually the higher allowance.
- 3.10 Table 7 illustrates the 13 positions that are entitled to an SRA.

Table 5

Audit and Governance Committee (9 seats)	(Con) Cllr Tina McKenzie-Boyle (Con) Cllr Tony Linden (Con) Cllr Dennis Benneyworth (Con) Cllr Jane Stanford-Beale (Con) Cllr Christine Bateson (Con) Cllr Garth Simpson (Lab) Cllr Christine Hulme (Lab) Cllr Harjinder Minhas (Lib Dem) Cllr Simon Werner
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Management Committee (11 seats)	(Con) Cllr Colin Dudley (Con) Cllr Pauline Helliard-Symons (Con) Cllr Angus Ross (Con) Cllr Dexter Smith (Con) Cllr David Cannon (Con) Cllr Graham Howe (Lab) Cllr Paul Gittings (Lab) Cllr Jo Lovelock (Lab) Cllr Tricia Brown (Lib Dem) Cllr Rachelle Shepherd-DuBey (Lib Dem) Cllr Jeff Brooks
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Table 6

Lead Member	Budget and Income Generation Lead Cllr Graham Howe Integrated Risk Management Plan Lead Cllr Dexter Smith Strategic Assets Lead Cllr Angus Ross Collaboration Lead Cllr David Cannon
Member Champion	Community Safety Champion Cllr Christine Bateson Health, Safety and Wellbeing Champion Cllr Christine Bateson Organisational Development Champion Cllr Pauline Helliard-Symons
Appointments to outside bodies and Working Groups	LGA representative Cllr Tina McKenzie-Boyle LGA representative's substitute Cllr Pauline Helliard Symons
TVFCS Joint Committee (2 seats)	TVFCS Joint Committee representative Cllr Angus Ross TVFCS Joint Committee representative Cllr David Cannon

Collaboration Working Group	Cllr David Cannon Cllr Garth Simpson Cllr Tina McKenzie-Boyle Cllr Dexter Smith Cllr Paul Gittings
Member Development Working Group	Cllr Pauline Helliard-Symons Cllr Graham Howe Cllr Dennis Benneyworth Cllr Tina McKenzie-Boyle Cllr Paul Gittings
Property Development Working Group	Cllr Angus Ross Cllr Pauline Helliard-Symons Cllr Tony Linden Cllr Dexter Smith Cllr Garth Simpson Cllr Paul Gittings Cllr Jo Lovelock Cllr Jeff Brooks Cllr Simon Werner

Table 7

Special Responsibility Allowance (SRA) roles	Fire Authority Chairman Fire Authority Vice-Chairman Audit & Governance Committee Chairman Management Committee Chairman Labour Opposition Leader Liberal Democrat Opposition Leader Budget and Income Generation Lead Member Collaboration Lead Member Integrated Risk Management Planning Lead Member Strategic Assets Lead Member Community Safety Champion Health, Safety and Wellbeing Champion Organisational Development Champion
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- 3.10 The nominations for appointments of the Chairman and Vice-Chairman of Management Committee and Audit and Governance Committee will be made at the first meetings of Audit and Governance and Management Committee in July 2020.
- 3.11 A review was undertaken of the Member Role Description (attached as Appendix A) and no changes proposed for 2020/21. Members are asked to agree the Member Role Description as it stands in recommendation 2.3.

4. CONTRIBUTION TO STRATEGIC COMMITMENTS

4.1 Not applicable.

5. FINANCIAL IMPLICATIONS

5.1 This is in accordance with Members Scheme of Allowances.

6. LEGAL IMPLICATIONS

(a) Local Government and Housing Act 1989 and Local Government (Committees and Political Groups) Regulations 1990.

The Authority is required by the above Regulations to review the basis of allocation of seats amongst the Political Groups either at its Annual Meeting, or as soon as practicable thereafter, or following a change in its Membership. In making its review, the Authority is required, so far as reasonably practicable, to comply with the following principles:

- (i) Not all seats on each Committee are to be allocated to the same Group.
 - (ii) The majority of seats is to be allocated to a particular Group if the number of persons belonging to that Group is a majority on the Authority.
 - (iii) Subject to the above paragraphs, the number of seats on the Committees allocated to each Group should bear the same proportion to the total of all the seats on the Committees as that borne by the number of Members of that Group to the Membership of the Authority.
 - (iv) Subject to paragraphs (i) to (iii) above, that the number of the seats on the body which are allocated to different political groups 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.
- (b) Appointments to the TVFCS Joint Committee are exempt the political balance rules under section 15 of the Local Government and Housing Act 1989 as it is a joint committee appointed by two or more authorities under section 102 of the Local Government Act 1972 but to which the Authority appoints fewer than three members.
- (c) The Authority is required to make appointments to committees and outside bodies in accordance with the wishes of the respective Political Groups.

7. EQUALITY AND DIVERSITY IMPLICATIONS

7.1 There are no equality and diversity implications.

8. RISK IMPLICATIONS

8.1 There are no risk management implications.

9. CONSISTENCY WITH DUTY TO COLLABORATE

9.1 Not applicable.

10. PRINCIPAL CONSULTATION

10.1 Chief Fire Officer

The Chief Fire Officer was consulted during the preparation of this report.

10.2 Chief Finance Officer

The Chief Finance Officer was consulted during the preparation of this report.

10.3 Monitoring Officer

Report sponsor.

11. BACKGROUND PAPERS

11.1 RBFA Scheme of Allowances.

11.2 Office for National Statistics (ONS) data on Registered Local Government Electors in each of the six Unitary Authorities in Berkshire.

12. APPENDICES

12.1 Member role descriptions (Appendix A).

13. CONTACT DETAILS

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