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To: Members of the Fire Authority	Enquiries to: Gareth Naidoo Email: committeemanager@humbersidefire.gov.uk Tel. Direct: (01482) 393206 Date: 28 May 2021
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Dear Member

Humberside Fire Authority AGM - Agenda 4 June 2021

Further to the agenda for the above meeting, please find enclosed updated reports following the confirmation of representation of North East Lincolnshire Council to the Fire Authority, for the meeting of HUMBERSIDE FIRE AUTHORITY on FRIDAY, 4 JUNE 2021 at 10.30AM.

Item No.	Agenda Item
9	Composition of Fire Authority
11	Committee Structure, Composition & Appointments

If you have any queries or require any further information, please do not hesitate to contact me.

Yours sincerely



Mathew Buckley
Monitoring Officer & Secretary to Fire Authority

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COMPOSITION OF THE FIRE AUTHORITY

SUMMARY

1. This report provides an update with regard to the Members appointed to serve on the Fire Authority by each Constituent Unitary Authorities following their annual meetings in May 2021 (Appendix 1).
2. Appendix 2 details attendance at meetings by Members during the previous municipal year.

RECOMMENDATIONS

3. Members are asked to consider this report and note the appointments to the Fire Authority made by each of the constituent authorities.

BACKGROUND

4. The Authority is comprised of 23 (voting) Members as detailed below:

East Riding of Yorkshire Council	:	8
Kingston upon Hull City Council	:	6
North Lincolnshire Council	:	4
North East Lincolnshire Council	:	4
Police & Crime Commissioner	:	1

4. The number of seats each Authority is allocated should reflect the political proportionality of that Authority. The political make-up of the Fire Authority will be as follows (subject to confirmation by North East Lincolnshire Council):

East Riding of Yorkshire Council	:	6 x Conservative 1 x Independent 1 x Liberal Democrat
Hull City Council	:	3 x Labour 3 x Liberal Democrats
North East Lincolnshire Council	:	3 x Conservative 1 x Labour
North Lincolnshire Council	:	3 x Conservative 1 x Labour

5. Details of the appointments made by the constituent authorities for 2021/22 are set out in Appendix 1.

POLICING AND CRIME ACT 2017

6. The Policing and Crime Act 2017 provides for Fire Authorities to appoint the Police and Crime Commissioner for their area as a Member of the Fire Authority with full voting rights. Legislative changes to the Combination Orders that established Combined Fire Authorities have now been made to allow the Police and Crime Commissioner for Humberside to become a Member of the Authority with full voting rights.

STRATEGIC PLAN COMPATIBILITY

7. This report reflects the robustness of corporate governance arrangements.

FINANCIAL/RESOURCES/VALUE FOR MONEY IMPLICATIONS

8. None arising directly.

LEGAL IMPLICATIONS

9. As set out above.

EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS

10. None arising directly.

CORPORATE RISK MANAGEMENT IMPLICATIONS

11. This report is designed to further enhance the governance arrangements of the Authority, while ensuring that the Authority is compliant with the Combination Order.

HEALTH AND SAFETY IMPLICATIONS

12. None arising directly.

COMMUNICATION ACTIONS ARISING

13. None.

DETAILS OF CONSULTATION AND/OR COLLABORATION

14. Chief Fire Officer & Chief Executive and Statutory S.151 Officer.

BACKGROUND PAPERS AVAILABLE FOR ACCESS

15. None

RECOMMENDATIONS RESTATED

16. Member are asked to consider this report and note the appointments to the Fire Authority made by each of the constituent authorities.

M BUCKLEY

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Monitoring Officer/Secretary

Humberside Fire & Rescue Service
Summergroves Way
Kingston upon Hull
GN 28 May 2021

COMPOSITION OF HUMBERSIDE FIRE AUTHORITY 2021/22

23 MEMBERS

1. East Riding of Yorkshire Council (8)

Councillor Chad Chadwick	(Conservative)
Councillor Phil Davison	(Liberal Democrat)
Councillor John Dennis	(Conservative)
Councillor Caroline Fox	(Conservative)
Councillor Helen Green	(Conservative)
Councillor Lyn Healing	(Conservative)
Councillor Barbara Jefferson	(Independent)
Councillor Patricia Smith	(Conservative)

2. Hull City Council (6)

Councillor Sharon Belcher	(Labour)
Councillor Linda Chambers	(Liberal Democrat)
Councillor Jackie Dad	(Liberal Democrat)
Councillor Peter North	(Labour)
Councillor Christine Randall	(Liberal Democrat)
Councillor Abhimanyu Singh	(Labour)

3. North East Lincolnshire Council (4)

Councillor Ian Lindley	(Conservative)
Councillor Matt Patrick	(Labour)
Councillor Ron Shepherd	(Conservative)
Councillor Stewart Swinburn	(Conservative)

4. North Lincolnshire Council (4)

Councillor John Briggs	(Conservative)
Councillor Mick Grant	(Labour)
Councillor Nigel Sherwood	(Conservative)
Councillor Rob Waltham MBE	(Conservative)

5. Police and Crime Commissioner (1)

Jonathan Evison

ATTENDANCE BY MEMBERS DURING PREVIOUS MUNICIPAL YEAR (2020/19)

Meetings of Humberside Fire Authority

Members	Forename	Surname	15 May 2021	26 June 2020	24 July 2020	25 September 2020	30 October 2020	27 November 2020	7 December 2020	12 February 2021	12 March 2021	26 March 2021	30 April 2021	Total Meetings (11) Attended
Councillor	Ian	Barfield	1	0	1	0	1	0	1	1	1	1	0	7
Councillor	John	Briggs	1	1	1	1	1	1	1	1	1	1	1	11
Councillor	Chad	Chadwick	1	1	1	1	1	1	1	1	1	1	1	11
Councillor	Linda	Chambers	1	1	1	1	1	1	1	1	1	1	1	11
Councillor	Jackie	Dad	1	0	1	1	1	1	1	1	1	1	1	10
Councillor	Phil	Davison	1	1	0	1	1	1	1	1	1	1	1	10
Councillor	John	Dennis				1	1	1	1	1	0	1	1	7
Councillor	Caroline	Fox	1	1	1	0	1	1	1	1	1	1	1	10
Councillor	Mick	Grant	1	1	1	1	1	1	1	0	1	0	1	9
Councillor	Helen	Green	1	1	1	0	1	1	1	1	1	1	1	10
Councillor	Ros	James	1	0	1	1	1	1	1	1	1	0	0	8
Councillor	Barbara	Jefferson	1	1	1	1	1	1	1	1	1	1	1	11
Councillor	Shane	McMurray	1	1	1	1	0	0	1	1	0	0	1	7
Councillor	Rosie	Nicola	1	1	1	0	1	1	1	1	1	1	0	9
Councillor	Christine	Randall	1	1	0	1	1	1	1	1	1	1	1	10
Councillor	Ron	Shepherd	1	1	1	1	1	1	1	1	1	1	1	11
Councillor	Nigel	Sherwood	1	1	1	1	1	0	1	1	1	1	1	10
Councillor	Abhimanyu	Singh	1	1	1	0	1	0	1	0	1	1	1	8
Councillor	Pat	Smith	1	1	1	1	1	1	1	1	1	1	1	11
Councillor	Stewart	Swinburn	1	1	1	0	1	1	1	0	1	1	1	9
Councillor	Rob	Waltham	1	1	1	1	1	1	1	0	1	0	0	8
Councillor	Kay	West	1	1	1	1	1	1	1	1	1	1	1	11
PCC	Keith	Hunter	0	0	0	0	0	0	0	0	0	0	0	0

Member Days

			19-Jun	10-Jul	18-Sep	02-Oct	27-Nov	15-Jan	05-Feb	26-Mar	14-May	Total Member Days (9) Attended
Councillor	Ian	Barfield	0	0	0	0	0	0	0	1	0	1
Councillor	John	Briggs	1	1	1	1	1	1	1	1	1	9
Councillor	Chad	Chadwick	1	1	1	1	1	1	1	1	1	9
Councillor	Linda	Chambers	1	1	0	1	1	1	1	1	1	8
Councillor	Jackie	Dad	0	1	1	1	1	1	1	1	1	8
Councillor	Phil	Davison	1	0	1	1	1	1	1	1	1	8
Councillor	John	Dennis			1	1	1	1	0	1	1	6
Councillor	Caroline	Fox	1	1	1	1	1	1	1	1	1	9
Councillor	Mick	Grant	1	1	1	1	1	1	1	1	1	9
Councillor	Helen	Green	1	0	1	1	1	1	1	1	1	8
Councillor	Ros	James	0	1	0	0	1	1	1	0	0	4
Councillor	Barbara	Jefferson	1	1	1	1	1	1	1	1	1	9
Councillor	Shane	McMurray	1	1	1	0	0	1	0	0	0	4
Councillor	Rosie	Nicola	1	0	1	1	1	1	1	1	0	7
Councillor	Christine	Randall	1	1	0	0	1	0	1	1	1	6
Councillor	Ron	Shepherd	1	0	0	0	1	0	0	0	0	2
Councillor	Nigel	Sherwood	1	1	1	0	1	1	1	1	1	8
Councillor	Abhimanyu	Singh	1	1	1	1	1	1	1	1	0	8
Councillor	Pat	Smith	1	1	0	1	1	1	1	1	1	8
Councillor	Stewart	Swinburn	1	0	1	1	1	0	0	1	1	6
Councillor	Rob	Waltham MBE	0	1	1	0	1	0	1	1	0	5
Councillor	Kay	West	0	1	1	1	1	1	0	1		6
PCC	Keith	Hunter	0	0	0	0	0	0	0	0		0

COMMITTEE STRUCTURE & COMPOSITION AND APPOINTMENT OF PANEL/GROUP MEMBERS AND MEMBER CHAMPIONS

SUMMARY

1. Other than the Governance, Audit and Scrutiny Committee the Constitution provides that, should the need arise, the Authority will establish an Appointments Committee (to deal with the appointment of Senior Officers and make recommendations to the Authority), and an Appeals Committee (to hear any appeal against dismissal under the current Conduct and Performance Procedure). In respect to these Committees regard shall be had to the rules on political proportionality.
2. In accordance with The Firefighters' Pension Scheme (Amendment) (Governance) Regulations 2015 the Authority agreed to establish a Pension Board from 1 April 2015 to oversee compliance in the operation of the Firefighter Pension Scheme (FPS).
3. In addition to the above-mentioned committees the Authority has previously approved appointments to the following Groups/Panels:
 - Equality and Inclusion Group (1 Member)
 - Fire Death and Injury Panel (1 Member from each constituent authority area)
5. Also Member Champions are also appointed as set out at Appendix 1:
6. The Authority should confirm the structure of its Committees (proposed as currently adopted and set out in the Constitution) and then consider the size of each Committee. Where the rules of proportionality apply to the allocation of the seats, Group Secretaries will then confirm with the Monitoring Officer/Secretary the nominations to fill the allocated seats. Further, the Authority should make appointments to:
 - the Pension Board
 - the Equality and Inclusion Group
 - the Fire Death and Injury Panel
 - Member Champions

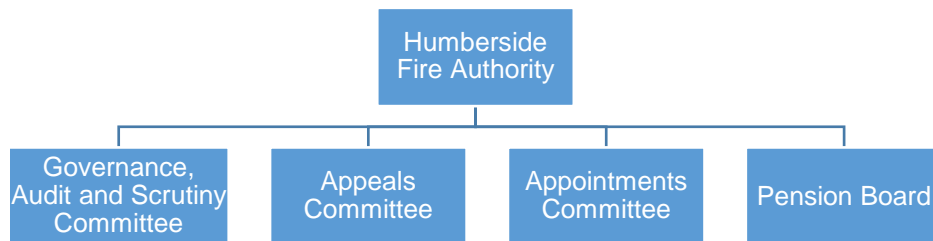
RECOMMENDATIONS

7.
 - (a) That the Authority approves the Committee structure.
 - (b) That the Authority determines the size of its Committees.
 - (c) That the Authority determines the allocation of seats on Committees referred to in this report.
 - (d) That the Authority appoints one Elected Member to serve on the Pensions Board having regard to the criteria for such appointments set out in the Constitution.
 - (e) That the Authority appoints one Elected Member to sit on the Equality and Inclusion Group.
 - (f) That the Authority appoints one Elected Member from each constituent authority area to sit on the Fire Death and Injury Panel.

- (g) That the respective Group Secretaries consider the appointment of Members to each Committee (except the Governance, Audit and Scrutiny Committee) by their Groups and submit details at the Annual Meeting or as soon as possible thereafter to the Monitoring Officer/Secretary.
- (h) That the Authority appoints Elected Members to the role of Member Champions as set out at Appendix 1.

COMMITTEE STRUCTURE

8. The current Committee Structure is as follows:



9. The terms of reference of each Committee and the Pensions Board are set out in the Constitution.

LOCAL GOVERNMENT HOUSING ACT 1989 - POLITICAL BALANCE PROVISIONS

10. Members are reminded that the political balance provisions of the Local Government and Housing Act 1989 applies to the appointment of Committees of the Fire Authority provided that the Authority may, where there is no dissent, make whatever Committee membership arrangements it wishes. The provisions do not apply to the appointment of Independent Co-opted Members of the Governance, Audit and Scrutiny Committee. The Fire Authority's membership is divided into political groups and pending confirmation from North East Lincolnshire Council of their appointments to the Fire Authority it is anticipated that the composition of the respective groups expressed as a proportion of the Fire Authority overall will be as follows:

<u>Political Group</u>	<u>Members</u>	<u>As a % of 23 Members</u>
Conservative	12	52.17
Independent	1	4.35
Labour	5	21.74
Liberal Democrats	4	17.39
Police & Crime Commissioner	1	4.35

11. Section 15(5) of the Act lays down four principles to be followed when applying political proportionality to the membership of committees as follows:
- (i) that not all the seats on a Committee are allocated to the same political group;
 - (ii) that the majority of seats on a Committee are allocated to the group having a majority of seats on the Fire Authority;
 - (iii) that subject to (i) and (ii) above the number of seats on the ordinary committees of the Fire Authority allocated to each political group bears the same proportion to the total of all the seats on the ordinary committees of the Authority as is borne by the number of Members of that group to the membership of the Authority (see paragraph 9 above);
 - (iv) that subject to (i) to (iii) above the number of seats on a Committee allocated to each political group bears the same proportion to the number of all the seats

on that Committee as is borne by the Members of that group to the membership of the Authority

12. Members are first asked to consider the appropriate size of each Committee to be effective, and from a decision on size will flow the allocation of seats according to the rules of political proportionality (except in respect to the Governance, Audit and Scrutiny Committee).
13. As the Authority has agreed that the Governance, Audit and Scrutiny Committee shall not comprise any Elected Members and the Committee is not subject to the rules of political proportionality.
14. The Appointments Committee comprises 8 seats and it is recommended that the same size be approved for 2021/22.
15. The Appeals Committee comprises 4 seats and it is recommended that the same size be approved for 2021/22.
16. Based on political composition of the Authority the allocation of seats as between the respective political groups will be as set out below.

Committee	Total Seats	Allocation of Seats							
		Conservative		Labour		Liberal Democrats		Independent & PCC	
		No. of seats	No. of seats rounded up	No. of seats	No. of seats rounded up	No. of seats	No. of seats rounded up	No. of seats (each)	No. of seats rounded up (each)
Appointments Committee	8	4.17	4	1.74	2	1.39	2	0.35	0
Appeals Committee	4	2.09	2	0.87	1	0.70	1	0.17	0

15. Should any adjustments become necessary following confirmation by North Lincolnshire Council of their appointments the Authority could simply agree Committee allocations with no further adjustments.
16. Provided the Authority approves Recommendations 2(a) and 2(b), then if the Group Secretaries are in a position to make nominations to the Committees, then the composition of the Fire Authority's Committees can be determined at the Annual General Meeting. The Committee Chairpersons are elected at the first meeting of the relevant Committee.

PENSION BOARD

17. In accordance with The Firefighters' Pension Scheme (Amendment) (Governance) Regulations 2015 the Authority agreed to establish a Pension Board from 1 April 2015 to oversee compliance in the operation of the Firefighter Pension Scheme (FPS). In 2018/19 the Pension Board was comprised as follows:

Employer representatives (2):

1 Elected Member (Councillor Shepherd)
1 Officer (Director of Service Delivery)

Scheme Member representatives (2):

1 representative nominated by the representative bodies via discussion and agreement at the Joint Consultative Committee (Gavin Marshall).

1 representative selected from expressions of interest by individual HFRS FPS members or those eligible to be HFRS FPS members (Brian Johnson)

(All members of the Pension Board must satisfy the applicable criteria.)

Paragraph 5(a) of Article 10A of the Constitution provides that “The membership of the Pension Board shall be determined at the Annual General Meeting of the HFA. Board members may be appointed for a maximum of two 3 year terms.”

The Table below sets out when the current Members were first appointed:

Member	Date first appointed to the Pension Board
Councillor Shepherd	27 June 2016
Director of Service Delivery (Paul McCourt)	6 December 2017
Gavin Marshall	27 January 2017
Brian Johnson	28 July 2017

The Pension Board meets twice a year.

PANELS/GROUPS

18. In addition to the above-mentioned committees the Authority has previously approved appointments to the following Groups/Panels:

Equality and Inclusion Group (1 Member)

Fire Death and Injury Panel (1 Member from each constituent unitary authority area.)

MEMBER CHAMPIONS

19. Members have previously endorsed a proposal to broaden the then existing Member Champion roles to strengthen the Member/Officer partnership in Service Delivery Planning and Scrutiny to achieve the following benefits:

Members will benefit from:

- Working with Officers who are subject matter experts;
- Making contributions to help develop services;
- Gaining a broader understanding of enablers and barriers.

Officers will benefit from Members:

- Broad experience;
- Local knowledge and understanding;
- Political awareness and leadership.

20. Members further endorsed that the Chairperson of the Authority will not have an allocated Member Champion role, in recognition of the corporate governance/ leadership relationship with the Chief Fire Officer/Chief Executive and Executive Directors.
21. By way of background it was agreed that Directors will facilitate local development sessions for respective Member Champions in order to introduce Members to teams, raise awareness of delivery team responsibilities and current and arising issues. It is proposed that Member Champions will meet with the Directors/Heads of Section for their specific area on a minimum quarterly basis.
22. The Authority will need to allocate Member Champion Roles as set at Appendix 1:

STRATEGIC PLAN COMPATIBILITY

23. Not directly relevant.

FINANCIAL/RESOURCES/VALUE FOR MONEY IMPLICATIONS

24. None arising directly.

LEGAL IMPLICATIONS

25. None arising directly.

EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS

26. No direct actions required.

CORPORATE RISK MANAGEMENT IMPLICATIONS

27. An effective committee structure supports leadership and good governance.

HEALTH AND SAFETY IMPLICATIONS

28. None arising directly.

COMMUNICATION ACTIONS ARISING

29. The structure will be published.

DETAILS OF CONSULTATION AND/OR COLLABORATION

30. None.

BACKGROUND PAPERS AVAILABLE FOR ACCESS

31. None.

RECOMMENDATIONS RESTATED

32. (a) That the Authority approves the Committee structure.
(b) That the Authority determines the size of its Committees.
(c) That the Authority determines the allocation of seats on Committees referred to in this report.
(d) That the Authority appoints one Elected Member to serve on the Pensions Board having regard to the criteria for such appointments set out in the Constitution.
(e) That the Authority appoints one Elected Member to sit on the Equality and Inclusion Group.
(f) That the Authority appoints one Elected Member from each constituent authority area to sit on the Fire Death and Injury Panel.
(g) That the respective Group Secretaries consider the appointment of Members to each Committee (except the Governance, Audit and Scrutiny Committee) by their Groups and submit details at the Annual Meeting or as soon as possible thereafter to the Monitoring Officer/Secretary.
(h) That the Authority appoints Elected Members to the role of Member Champions as set out at Appendix 1.

M BUCKLEY

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Monitoring Officer/Secretary

Humberside Fire & Rescue Service
Summergroves Way
Kingston upon Hull

GN
28 May 2020

Member Champions 2021-22

Role	Director	Delivery Area	Number of Member Champions	Appointed Member Arranged at HFA AGM
Service Delivery	P. McCourt	Emergency Response and Public Safety Delivery	8 (2 per LA)	
Service Delivery Support	S. Topham	Emergency Response Preparedness	1	
		Public Safety Central Support – Including Safeguarding	2	
		ICT	1	
		Estates	1	
People and Development	J. Kirby	HR	2	
		Organisational Development - including EDI	2	
		Operational Training	1	
Service Improvement	N. McKiniry	Occupational Health and Wellbeing	1	
		Corporate Assurance	1	
		Health & Safety	1	
Finance	K. Wilson	Financial Planning	1	

East Riding of Yorkshire Council = 8 Champions

Hull City Council = 6 Champions

North East Lincolnshire Council = 4 Champions

North Lincolnshire Council = 3 Champions*

Police & Crime Commissioner = 1 Champion

* NB The Chairperson of the Fire Authority does not hold a role of Member Champion