
REPORT AUTHOR: SECRETARY/MONITORING OFFICER

SUBJECT: DECISION MAKING BETWEEN FRA MEETINGS,
BRIEFINGS ETC

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Background Papers: None

Implications

LEGAL		FINANCIAL	
HUMAN RESOURCES		EQUALITY IMPACT	
ENVIRONMENTAL		POLICY	
CORPORATE RISK	Known	OTHER (please specify)	
	New	CORE BRIEF	

Any implications affecting this report are noted at the end of the report

PURPOSE:

To consider arrangements for decision-making between meetings and related matters, including the establishment of an Executive Committee to exercise these functions on behalf of the FRA.

RECOMMENDATIONS:

That the FRA consider the establishment of an Executive Committee with the constitution set out in the Appendix to this report.

1. Introduction

- 1.1 As with other local authorities, the Fire and Rescue Authority needs arrangements for making decisions and undertaking other actions that may be required between meetings. The Chief Fire Officer has delegated powers in relation to matters contained in the Scheme of Delegation but, on occasion, it is necessary to consult a Member (or Members) when a decision or action is required before the next meeting of the Fire and Rescue Authority.

- 1.2 Additionally, it may be necessary to brief Members on a particular issue or involve them in other matters such as selection panels and to hear collective grievances/collective disputes and other related matters with a quorum of at least three Members to be present. Individual Members cannot be authorised themselves to make decisions (except where local authorities operate executive arrangements – these provisions do not apply to the Fire and Rescue Authority).
- 1.3 For a number of years it has been the FRA's practice at each Annual Meeting to authorise a panel of members comprising the FRA's Chair, Vice Chair and the Chairs of the Policy and Challenge Groups to meet as an Executive to take these decisions on the FRA's behalf. These arrangements have been agreed each year since 2007.
- 1.4 At its meeting of 26 May 2016 the FRA agreed that should a party or a constituent authority not be represented on the Executive, a named observer from that party/constituent Authority may attend all meetings and briefings of the Executive.
- 1.5 At its meeting on 15 December 2016 the FRA agreed that the Police and Crime Commissioner ('the PCC') would be invited to attend meetings of the Executive. Pending an amendment to the Combination Order governing the FRA the PCC cannot vote on any matters to be decided by the Executive.

2.0 Appointment of an Executive Committee

- 2.1 The role of the Executive has become integral to the way in which the FRA conducts its business and its position within the constitutional framework should now perhaps be confirmed by the establishment of a committee known as the Executive Committee to undertake these functions.
- 2.2 The membership and terms of reference of the Executive Committee would be the same as the existing arrangements. A copy of the proposed terms of reference including membership and reporting arrangements is attached as an appendix to this report.

3.0 Conclusion

- 3.1 The FRA is asked to consider the proposals set out in the Appendix to this report and to decide whether to establish an Executive Committee.

**JOHN ATKINSON
SECRETARY/MONITORING OFFICER**