



**MEETING: 19 February 2024**

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**SUBJECT: APPOINTMENT TO THE ROLE OF VICE CHAIR OF FIRE  
AUTHORITY AND COMMITTEE VACANCIES**

**REPORT OF THE CHIEF FIRE OFFICER/CHIEF EXECUTIVE (THE CLERK TO  
THE AUTHORITY)**

## **1.0 INTRODUCTION**

- 1.1 Following the passing of Councillor Carole Burdis, the role of Vice Chair of the Fire Authority has become vacant, together with a number of committee positions and other roles.
- 1.2 The purpose of this report is to advise Members of the vacancies that have arisen, and ask Members to consider appointing to these positions.

## **2.0 BACKGROUND**

- 2.1 In addition to her role as Vice Chair of the Fire Authority, Councillor Burdis was a member of the following committees:
  - Policy and Performance Committee (Vice Chair)
  - Appointments Committee (Vice Chair)
  - Emergency Committee (Vice Chair)
  - Disciplinary Appeals Committee (Vice Chair)
  - Personnel Appeals Committee (Vice Chair)
- 2.2 Councillor Burdis was appointed as the spokesperson for North Tyneside, responsible for answering questions from North Tyneside Council members on the discharge of the Fire Authority's functions. She was appointed as the support member to the Lead Member roles for Performance Engagement and Partnership (current Lead Member – Councillor Kilgour), and Performance Management (current Lead Member – Councillor Tye).
- 2.3 Councillor Burdis was also the substitute member appointed to the Association of Metropolitan Fire and Rescue Authorities (AMFRA).

## **3.0 APPOINTMENTS TO ROLE OF VICE CHAIR AND COMMITTEE VACANCIES**

- 3.1 The Fire Authority's standing orders provide that on a vacancy occurring in the office of Chair or Vice Chair, an appointment to fill the vacancy shall be made at the next ordinary meeting of the Authority.
- 3.2 The standing orders further provide that every vacancy on a committee or sub-committee shall be reported by the Clerk at the first meeting of the Authority after the vacancy has arisen, and the Authority may thereupon proceed to fill the vacancy.
- 3.3 Councillor Burdis was a member of the Labour Group, and was appointed to the committee positions listed at paragraph 2.1 as a Labour representative. The Authority is reminded of the duty, under the Local Government and Housing Act 1989, to maintain political balance on its committees, or to approve alternative arrangements pursuant to s17 of the 1989 Act. Any resolution to approve "alternative arrangements" requires a unanimous decision of the Authority. As such, the Authority may wish to receive nominations from the Labour group to the vacant committee positions.
- 3.4 Cllr Burdis also held the position of Vice Chair on the Policy and Performance Committee, the Appointments Committee, the Emergency Committee, the Disciplinary Appeals Committee and the Personnel Appeals Committee. The Authority may now also move to appoint a Vice Chair to these committees.
- 3.5 Members should note that while there are currently no scheduled meetings for any of the committees listed at paragraph 2.1, it is still possible that additional meetings could be convened, and in particular the Emergency Committee may be called to meet at short notice.

#### **4.0 RECOMMENDATION**

- 4.1 The Authority is recommended to appoint to the position of Vice Chair to the Fire Authority.
- 4.2 The Authority is also recommended to consider the appointment of Members to the following committees:
- Policy and Performance Committee
  - Appointments Committee
  - Emergency Committee
  - Disciplinary Appeals Committee
  - Personnel Appeals Committee

and consider the appointment of Vice Chair to each of these committees.

- 4.3 The Authority is further recommended to consider the appointment of Members to the following roles:
- Performance Engagement and Partnership (Support Member)
  - Performance Management (Support Member)

- Association of Metropolitan Fire and Rescue Authorities (Substitute Member).

## **BACKGROUND PAPERS**

N/A