



This matter is being dealt
with by: Kate Kirton
Ext: 561 7881
Direct Line: 0191 561 7881
Your Ref:
Our Ref:
Date: 30 June 2022

Dear Councillor

You are summoned to attend an Extraordinary Meeting of the Authority to be held in the Main Conference Room, Fire and Rescue Headquarters, Barmston Mere on **Friday 8 July 2022 at 2.30pm** when it is proposed to transact the business set out below.

Yours sincerely

Chris Lowther
Chief Fire Officer and Chief Executive
Clerk to the Authority

Service Headquarters Nissan Way Barmston Mere Sunderland SR5 3QY
Telephone 0191 444 1500 Fax 0191 444 1512



INVESTOR IN PEOPLE




Sunderland
City Council

A G E N D A

PART I

<u>ITEM</u>		<u>PAGE</u>
1.	Appointment of Chair	-
2.	Apologies for Absence	-
3.	Declarations of Interest	
4.	Minutes	
	Minutes of the Meeting of the Annual Meeting of the Authority held on 27 June 2022, Part I (copy to follow) for confirmation.	-
5.	Membership of Authority, Appointment to Committees and Appointment of Spokespersons for 2022/2023	1
	Report of the Deputy Clerk to the Authority (copy attached).	
6.	Dates, Times and Venues of Future Meetings	13
	Joint report of the Chief Fire Officer/Chief Executive (the Clerk to the Authority), the Deputy Clerk to the Authority, the Finance Director and the Personnel Advisor to the Authority (copy attached).	

**TYNE AND WEAR FIRE AND RESCUE AUTHORITY
MEETING: 8 JULY 2022**

**MEMBERSHIP OF AUTHORITY, APPOINTMENT TO COMMITTEES AND
APPOINTMENT OF SPOKESPERSONS FOR 2022/2023**

REPORT OF THE DEPUTY CLERK TO THE AUTHORITY

MEMBERSHIP OF AUTHORITY

The following appointments have been made by the Constituent Authorities to the Fire and Rescue Authority: -

Gateshead M.B.C.	Councillor K Dodds	(Lab.)
	Councillor C Ord	(Lib. Dem.)
	Councillor G Haley	(Lab.)
Newcastle City Council	Councillor D Wood	(Lab.)
	Councillor G Bell	(Lab.)
	Councillor K Kilgour	(Lab.)
	Councillor T Woodwark	(Lib. Dem.)
North Tyneside M.B.C.	Councillor C Burdis	(Lab.)
	Councillor J Hunter	(Lab.)
	Councillor C Johnson	(Lab.)
South Tyneside M.B.C.	Councillor W Flynn	(Lab.)
	Councillor J Keegan	(Lab.)
Sunderland City Council	Councillor J Warne	(Lab.)
	Councillor P Tye	(Lab.)
	Councillor J Doyle	(Con.)
	Councillor J Price	(Lab.) *
Northumbria Police and Crime Commissioner	Ms Kim McGuinness	(Lab.)

*Note – In terms of the appointment of Councillor J Price, which was made at Sunderland City Council's Annual Meeting on 18th May, 2022, the Clerk and Deputy Clerk have since received notification of a change to this appointment. The appointment of Councillor J Usher will be considered at Sunderland Council's meeting on Wednesday 22nd June, 2022 and subject to this appointment being approved, this change will be implemented in time for the Annual Meeting of the Fire Authority, given that a resignation with immediate effect was received from Councillor J Price on 11th June, 2022.

APPOINTMENT OF COMMITTEES AND APPOINTMENT OF SPOKESPERSONS

The present political balance of 14.2.1 gives a distribution of seats as per Appendix 1 attached.

A copy of the 2021/22 composition of the Authority's Committees and Sub-Committees together with a list of the Authority's spokespersons for 2021/22 is appended at Appendix 2 for information only.

The Authority is reminded of the duty, under the Local Government and Housing Act 1989, to maintain political balance on the Committees and Sub-Committees or to approve "alternative arrangements" pursuant to Section 17 of the 1989 Act. A resolution to approve "alternative arrangements" requires a unanimous decision of the Authority.

Attached at Appendix 3 is the annotated list with appropriate Political balance requirements for 2022/2023 for consideration by Members.

RECOMMENDATIONS

The Authority is recommended to: -

- (i) note the membership of the Authority for 2022/2023;
- (ii) consider the appointment of Members to the Authority's Committees;
- (iii) consider the appointment of Chair and Vice Chair to each of the Authority's Committees
- (iv) appoint the Spokesperson for Constituent Councils for the purpose of answering questions from Members of those Councils on the discharge of its functions;
- (vii) appoint Lead and Support Member roles;
- (viii) appoint two Members as the Authority's representatives on the Local Government Association (LGA);
- (ix) appoint two Members and two Substitute Members to the Association of Metropolitan Fire and Rescue Authorities (AMFRA).

BACKGROUND PAPERS

The undermentioned Background Papers refer to the subject matter of the above report:

No papers.

TYNE AND WEAR FIRE AND RESCUE AUTHORITY

APPENDIX 1

Allocation of Committee Seats - June 2022

						<i>Un-Grouped members</i> (Conservative) 1	totals check 17
Authority Composition		<i>Labour</i> 14		<i>Liberal Dem</i> 2			
Committee	total seats	<i>decimal</i>	<i>seats</i>	<i>decimal</i>	<i>seats</i>	<i>spare seats</i>	
Governance#	6	4.9412	5	0.7059	1		5.6471 6
Policy and Performance	6	4.9412	5	0.7059	1		5.6471 6
Human Resources	8	6.5882	7	0.9412	1		7.5294 8
Appointments	7	5.7647	6	0.8235	1		6.5882 7
Disciplinary Appeals	5	4.1176	4	0.5882	0	1	5.7059 5
Personnel Appeals*	6	4.9412	5	0.7059	0	1	6.6471 6
Emergency	3	2.4706	2	0.3529	1		2.8235 3
Totals	41	33.7647	34	4.8235	5	2	40.5882 41 40.5882

#Also has 3 Independent Members

*Should not be Members of Human Resources Committee

TYNE AND WEAR FIRE AND RESCUE AUTHORITY

COMMITTEE AND SUB-COMMITTEE MEMBERSHIP 2021/2022

(A) Authority Committees and Sub Committees

(i) Governance Committee (6 seats – balance 5:1:0)

Independent Chair	(Mr. G. Cook)
Independent Member	(Mr. M. Knowles)
Independent Member	(Ms. G. Goodwill)
Councillor Burdis	(Lab.)
Councillor Dodds	(Lab.)
Councillor Flynn	(Lab.)
Councillor Keegan	(Lab.)
Councillor Bell	(Lab.)
Councillor Ord	(Lib. Dem.)

(ii) Policy and Performance Committee (6 seats – balance 5:1:0)

Councillor Forbes	(Lab.)
Councillor Dodds	(Lab.)
Councillor Johnson	(Lab.)
Councillor Kilgour	(Lab.)
Councillor Samuels	(Lab.)
Councillor Woodwark	(Lib. Dem.)

Chair – Councillor Forbes
Vice Chair – Councillor Dodds

(iii) Human Resources Committee (8 seats – balance 7:1:0)

Councillor Dodds	(Lab.)
Councillor Flynn	(Lab.)
Councillor Haley	(Lab.)
Councillor Taylor	(Lab.)
Councillor Hunter	(Lab.)
Councillor Warne	(Lab.)
Councillor Bell	(Lab.)
Councillor Woodwark	(Lib. Dem.)

Chair – Councillor Haley
Vice-Chair – Councillor Hunter

(iv) Appointments Committee (7 seats – balance 6:1:0)

Councillor Taylor	(Lab.)
Councillor Forbes	(Lab.)
Councillor Haley	(Lab.)
Councillor Samuels	(Lab.)
Councillor Kilgour	(Lab.)
Councillor Hunter	(Lab.)
Councillor Woodwark	(Lib. Dem.)

Chair – Councillor Taylor
Vice-Chair – Councillor Forbes

(v) Disciplinary Appeals Committee (5 seats – balance 4:0:1)

Chair of the Authority	(Councillor Taylor)
Vice-Chair of the Authority	(Councillor Forbes)
Chair of Human Resources Committee	(Councillor Haley)
Labour Member	(Councillor Hunter)
Conservative Member (ungrouped)	(Councillor Doyle)

Chair – Councillor Taylor
Vice Chair – Councillor Forbes

(vi) Personnel Appeals Committee (6 seats – balance 5:0:1)
(N.B. Should not be Members of Human Resources Committee)

Councillor Burdis	(Lab.)
Councillor Forbes	(Lab.)
Councillor Kilgour	(Lab.)
Councillor Keegan	(Lab.)
Councillor Samuels	(Lab.)
Councillor Doyle	(Cons.) (ungrouped)

Chair – Councillor Forbes
Vice Chair – Councillor Burdis

(vii) Emergency Committee (3 seats – balance 2:1:0)

Chair of the Authority	(Councillor Taylor)
Vice-Chair	(Councillor Forbes)
Liberal Democrat Member	(Councillor Woodwark)

Chair – Councillor Taylor
Vice Chair – Councillor Forbes

(ix) Pension Board of Tyne and Wear Fire Authority

Employer Representatives

Three Members of the Strategic Management Group (SMG) – Peter Heath, John Rawling and Phil Clark

Scheme Manager Representative

Councillor Flynn (substitute Councillor Keegan) – Non-voting observer/Member of the Human Resources Committee

Member Representatives

Three Member representatives will be nominated by the relevant representative body or organised employee group and appointed by the Authority – Wayne Anderson, Chris Smith and a vacancy

(B) Appointment of Spokespersons

Nominations for spokespersons are required for the purpose of answering questions from Members of the Constituent Councils on the discharge of the Authority's functions: -

Gateshead	-	Councillor Haley
Newcastle	-	Councillor Forbes
North Tyneside	-	Councillor Burdis
South Tyneside	-	Councillor Flynn
Sunderland	-	Councillor Taylor

(C) Lead Member Roles

Nominations are required for Lead Members and Support Members:

(i) Community Engagement and Partnerships

Lead Member	-	Councillor Burdis
Support Member	-	Councillor Kilgour

(ii) Diversity and Equality

Lead Member	-	Councillor Haley
Support Member	-	Councillor Hunter

(iii) Performance Management

Lead Member	-	Councillor Taylor
Support Member	-	Councillor Forbes

(D) Local Government Association

Councillor Taylor
Councillor Dodds

(E) Association of Metropolitan Fire and Rescue Authorities (AMFRA)

Councillor Taylor
Councillor Dodds

APPENDIX 3

TYNE AND WEAR FIRE AND RESCUE AUTHORITY

COMMITTEE AND SUB-COMMITTEE MEMBERSHIP 2022/2023

(A) Authority Committees and Sub Committees

(i) Governance Committee (6 seats – balance 5:1:0)

Independent Chair	(Mr. G. Cook)
Independent Member	(Mr. M. Knowles)
Independent Member	(Ms. G. Goodwill)
Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Lib. Dem.)

(ii) Policy and Performance Committee (6 seats – balance 5:1:0)

Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Lib. Dem.)

Chair – Councillor
Vice Chair – Councillor

(iii) Human Resources Committee (8 seats – balance 7:1:0)

Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Lib. Dem.)

Chair – Councillor
Vice-Chair – Councillor

(iv) Appointments Committee (7 seats – balance 6:1:0)

Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Lib. Dem.)

Chair – Councillor

Vice-Chair – Councillor

(v) Disciplinary Appeals Committee (5 seats – balance 4:0:1)

Chair of the Authority	(Councillor)
Vice-Chair of the Authority	(Councillor)
Chair of Human Resources Committee	(Councillor)
Labour Member	(Councillor)
Conservative Member (ungrouped)	(Councillor)

Chair – Councillor

Vice Chair – Councillor

(vi) Personnel Appeals Committee (6 seats – balance 5:0:1)
(N.B. Should not be Members of Human Resources Committee)

Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Lab.)
Councillor	(Cons.) (ungrouped)

Chair – Councillor

Vice Chair – Councillor

(vii) Emergency Committee (3 seats – balance 2:1:0)

Chair of the Authority	(Councillor)
Vice-Chair	(Councillor)
Liberal Democrat Member	(Councillor)

Chair – Councillor

Vice Chair – Councillor

(ix) Pension Board of Tyne and Wear Fire Authority

Employer Representatives

Three Members of the Strategic Management Group (SMG) – Peter Heath, John Rawling and Phil Clark

Scheme Manager Representative

Councillor (substitute Councillor) – Non-voting observer/Member of the Human Resources Committee

Member Representatives

Three Member representatives will be nominated by the relevant representative body or organised employee group and appointed by the Authority – Wayne Anderson, Chris Smith and a vacancy

(B) Appointment of Spokespersons

Nominations for spokespersons are required for the purpose of answering questions from Members of the Constituent Councils on the discharge of the Authority's functions: -

Gateshead	-	Councillor
Newcastle	-	Councillor
North Tyneside	-	Councillor
South Tyneside	-	Councillor
Sunderland	-	Councillor

(C) Lead Member Roles

Nominations are required for Lead Members and Support Members:

(i) Community Engagement and Partnerships

Lead Member	-	Councillor
Support Member	-	Councillor

(ii) Diversity and Equality

Lead Member	-	Councillor
Support Member	-	Councillor

(iii) Performance Management

Lead Member	-	Councillor
Support Member	-	Councillor

(D) Local Government Association

Councillor
Councillor

(E) Association of Metropolitan Fire and Rescue Authorities (AMFRA)

Councillor

Councillor

Substitute Members – Councillors

TYNE AND WEAR FIRE AND RESCUE AUTHORITY

Item No. 6

MEETING: 8 JULY 2022

SUBJECT: DATE, TIME AND VENUE OF FUTURE MEETINGS

JOINT REPORT OF THE CHIEF FIRE OFFICER AND CHIEF EXECUTIVE (CLERK TO THE AUTHORITY), THE DEPUTY CLERK TO THE AUTHORITY, THE FINANCE DIRECTOR AND THE PERSONNEL ADVISOR TO THE AUTHORITY

1 INTRODUCTION

- 1.1 Members are requested to consider and approve the undermentioned dates for meetings of the Authority and its Committees for the Year 2022/2023. Such meetings will normally be held on a **Wednesday (with the exception of the Governance Committee)** at 10:30am at Tyne and Wear Fire and Rescue Service Headquarters, Barmston Mere (unless annotated).

2 PROPOSED MEETING DATES

- 2.1 The proposed schedule of meetings is as follows:-

FIRE AUTHORITY MEETINGS

27 July 2022
14 September 2022
12 October 2022*
16 November 2022
14 December 2022
18 January 2023
15 February 2023
15 March 2023
26 April 2023**
28 June 2023 (Annual Meeting)

GOVERNANCE COMMITTEE

29 July 2022 (Friday)
31 October 2022**
28 November 2022
6 March 2023
31 May 2023 (Wednesday)

*The annual cycle of meetings will include a dedicated Strategic Planning meeting that will take place each October.

** These meetings are scheduled into the cycle as a precaution to allow necessary business to be conducted should they be required. They can be cancelled if not required.

HUMAN RESOURCES COMMITTEE

20 July 2022
05 October 2022
08 February 2023

POLICY AND PERFORMANCE COMMITTEE

13 July 2022
07 September 2022
09 November 2022
22 February 2023
17 May 2023

Members should note additional Policy and Performance Committee meetings have been proposed to better align to the quarterly reporting cycle and allow timely reporting to the committee.

Member Training Sessions 2022-23 Authority Meeting	Topic
July 2022	New Members Induction
September 2022	Governance Reform and Review
October 2022	Strategic Planning Session
December 2022	Equality, Diversity and Inclusion
February 2023	Risk and Risk Management
March 2023	Finance and Budgets

3 RECOMMENDATIONS

3.1 The Authority is recommended to:

Approve the dates for all future Fire Authority and Committee Meetings and note the dates of the Members training sessions.