



Buckinghamshire & Milton Keynes Fire Authority

MEETING	Fire Authority
DATE OF MEETING	18 September 2019
OFFICER	Graham Britten, Director of Legal & Governance
LEAD MEMBER	Chairman
SUBJECT OF THE REPORT	Lead Member Responsibilities
EXECUTIVE SUMMARY	<p>The purpose of this report is to allow the Authority to consider the allocation of Lead Member responsibilities; and to appoint Members to those roles.</p> <p>Appointments to these roles are made by the Authority and usually at its Annual Meeting. However at this year's Annual Meeting it was noted that in February 2019 the Executive Committee directed that a review of the Senior Management Team be undertaken which would necessitate a review of reporting lines and responsibilities.</p> <p>It was therefore agreed that the Chief Fire Officer and Monitoring Officer report back to the Authority for it to consider options for Lead Member roles and responsibilities.</p> <p>The Senior Management Team Restructure report can be found at Item 9 on the agenda. The proposed new roles and responsibilities for Lead Members and how these have been amended from years 17/18 and 19/20 are attached at Annex A.</p>
ACTION	Decision
RECOMMENDATIONS	<p>It is recommended that:</p> <ol style="list-style-type: none"> 1) the following Lead Member responsibilities be approved: <ol style="list-style-type: none"> a) Service Delivery, Protection and Collaboration; b) People, Equality and Diversity, and Assurance, c) Health and Safety and Corporate Risk, d) Finance and Assets, Information Security and IT, and e) Blue Light Hub (build phase). 2) nominees, proposed and seconded for the roles,

	be appointed.
RISK MANAGEMENT	<p>It is proposed to remove the Lead Member role for 'Property and Resource Management' and for this to be subsumed into the Finance and Assets role as this is already one aspect of the role of the Director of Finance and Assets.</p> <p>However, to ensure the necessary focus and oversight of the build phase of the Blue Light Hub, it is proposed that this remains a discrete Lead Member responsibility until 'practical completion' of the building project, i.e. when the architect or contract administrator certifies that the building contractor has achieved 'practical completion' under the building contract. At that point the number of Lead Members would reduce from five to four.</p> <p>The concept of Lead Members within the Authority derives from the Audit Commission's Comprehensive Performance Assessment regime introduced in 2002; and recommendations from a peer review conducted via the Idea and Development Agency in 2004. The rationale is that designated Members can work closely with officers and by doing so increase understanding of issues within their respective areas and provide support for the Chairman.</p> <p>Member engagement and leadership is an important component in respect of this Authority's commitment to continuous improvement on issues of strategic importance and the challenges and future actions identified in the draft 2020-2025 Public Safety Plan. These are categorised in the proposed Public Safety Plan under the following headings: Infrastructure projects, population, technology information and systems security, civil emergencies, workforce pressures, and funding pressures.</p> <p>From a practical perspective, Lead Members receive briefings on key issues and have an opportunity to contribute ideas and challenges to proposals. The evolution of the areas of responsibility from 2007/8 to present is summarised by the tables at Annex B.</p>
FINANCIAL IMPLICATIONS	<p>Under the Scheme of Allowances a Lead Member role attracts a Special Responsibility Allowance. For 19/20, £3,249 per annum. A Lead Member may claim one Lead Member's Allowance in addition to one other Special Responsibility Allowance payable.</p>
LEGAL IMPLICATIONS	<p>There is no legal requirement for, nor prohibition from, the Authority appointing Lead Members. However single member decision making under an executive arrangement is prohibited by the application of section 101 of the Local Government Act 1972 by paragraph 20 of the Schedule to the Buckinghamshire Fire</p>

	Services (Combination Scheme) Order 1996 .
CONSISTENCY WITH THE PRINCIPLES OF THE DUTY TO COLLABORATE	The Policing and Crime Act 2017 requires the Authority to keep opportunities for collaboration with the police and ambulance services under review. With the coming into effect of the legislation a Lead Member for Collaboration role was approved. However since then, in October 2018, the Thames Valley Emergency Services Steering Group has been established between the three blue light services; and governance structures for collaboration embedded .
HEALTH AND SAFETY	Under health and safety legislation, case law characterises Members as having analogous responsibilities to those of non-executive directors. It is appropriate that a Lead Member responsibility is maintained for overseeing the development of policy and monitoring the service's performance.
EQUALITY AND DIVERSITY	It is appropriate that a Lead Member responsibility is maintained for overseeing the development of policy and monitoring the service's performance against the Authority's Equality and Diversity Objectives 2016-2020 .
USE OF RESOURCES	For comparative purposes Royal Berkshire Fire Authority appoints 4 Lead Members: Budget and Income Generation; Integrated Risk Management Plan; Strategic Asset; and Collaboration (SRA £3,468 :19/20) ; and 3 Member Champions: Community Safety; Health, Safety and Wellbeing; and Organisational Development (SRA £1,156; 19/20). Lancashire Combined Fire Authority appoints 4 Member Champions: Equality, Diversity and Inclusion; Community Safety; Road Safety; and Health and Wellbeing which attract an SRA of £1,030.87 (19/10). Humberside (Combined) Fire Authority appoints all of its 22 Members as Member Champions across 11 specialisms (no SRAs are payable). East Sussex (Combined) Fire Authority reduced its Lead Members from 18 to 5 in 2013; then down to 3 in 2016. This was subsequently increased as there are currently 5 roles: Health & Safety; Assurance & Peer Review; Inclusion & Diversity; IT; and Estates (no SRAs are payable).
PROVENANCE SECTION & BACKGROUND PAPERS	Unapproved minute of Annual Meeting of the Authority, 19 June 2019: FA010 LEAD MEMBER RESPONSIBILITIES
APPENDICES	Annex A Proposed Lead Member Roles 19/20 Annex B Lead Member Roles 07/08 to present
TIME REQUIRED	10 Minutes.

Lead Member Responsibilities

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