

<b>MERSEYSIDE FIRE AND RESCUE AUTHORITY</b>			
<b>MEETING OF THE:</b>	<b>AUTHORITY</b>		
<b>DATE:</b>	<b>6 MAY 2014</b>	<b>REPORT NO:</b>	<b>CFO/042/14</b>
<b>PRESENTING OFFICER</b>	<b>KIERAN TIMMINS</b>		
<b>RESPONSIBLE OFFICER:</b>	<b>JANET HENSHAW, SOLICITOR TO THE AUTHORITY AND MONITORING OFFICER</b>	<b>REPORT AUTHOR:</b>	<b>HELEN PEEK, DEMOCRATIC SERVICES OFFICER, EXT 4112</b>
<b>OFFICERS CONSULTED:</b>	<b>SUPPORTING OFFICERS, DAVE MOTTRAM, MYLES PLATT, NICK SEARLE, STEWART WOODS, WENDY KENYON, JOHN MCNEILL AND SIMON MANSFIELD</b>		
<b>TITLE OF REPORT:</b>	<b>LEAD MEMBER FEEDBACK 2013/14</b>		

<b>APPENDICES:</b>	<b>APPENDIX 1:</b>	<b>OPERATIONAL PREPAREDNESS</b>
	<b>APPENDIX 2:</b>	<b>OPERATIONAL RESPONSE</b>
	<b>APPENDIX 3:</b>	<b>PREVENTION AND PROTECTION</b>
	<b>APPENDIX 4:</b>	<b>ENVIRONMENT, HEALTH &amp; SAFETY</b> <b>PLEASE NOTE AT THE TIME OF RELEASE THIS APPENDIX HAS NOT BEEN RECEIVED FROM THE CLLR.</b>
	<b>APPENDIX 5:</b>	<b>EQUALITY AND DIVERSITY</b>
	<b>APPENDIX 6:</b>	<b>COLLABORATION &amp; COMMUNITY PARTNERSHIPS</b>
	<b>APPENDIX 7:</b>	<b>LEAD MEMBER ROLE DESCRIPTION</b>
	<b>APPENDIX 8:</b>	<b>LEAD MEMBER GUIDANCE</b>

### **Purpose of Report**

1. To provide Members with feedback of work undertaken by the appointed Lead Members during 2013/14.

## Recommendation

2. That Members;
  - a. Note and evaluate the Lead Member's feedback forms attached at appendices 1 to 6 to this report, against the Lead Member Role Description at appendix 7, and Guidance document at appendix 8.
  - b. Determine the value of continuing with Lead Member Roles for the coming Municipal year; and should continuation of such Roles be determined;
    - i. instruct the Democratic Services Manager to liaise with the Chair of the Authority to conduct a review of the Roles of Lead Members in line with the Authority's Scrutiny Forward work plan for the coming Municipal year, and report this back to the Annual Meeting, for consideration and appointments to be made.

## Introduction and Background

3. Members will recall that at the Annual Meeting June 2013, the Authority approved the appointment of six Lead Member roles within the Authority's structure. A role description (appendix 7) was approved within the Members Allowance Scheme, to which an additional responsibility allowance was aligned in recognition of the additional work and involvement those Members would be expected to undertake.
4. The appointments to the Lead Member roles and supporting officers for 2013/14 are set out in the table below:

<b><u>Area</u></b>	<b><u>Lead Member</u></b>	<b><u>Support Officer</u></b>
<b><i>Operational Preparedness</i></b>	Cllr Sharon Sullivan	AM Nick Searle – Director of Operational Preparedness
<b><i>Operational Response</i></b>	Cllr Barbara Murray	AM Dave Mottram – Director of Operational Response
<b><i>Prevention and Protection</i></b>	Cllr Pat Moloney	AM Myles Platt – Director of Prevention & Protection
<b><i>Environment, Health &amp; Safety</i></b>	Cllr Steve Niblock	GM John McNeil – Health And Safety Manager
<b><i>Equality and Diversity</i></b>	Cllr Robbie Ayres	Wendy Kenyon – Diversity & Consultation Manager

<b><i>Collaboration &amp; Community Partnerships</i></b>	Cllr Tony Newman	Stewart Woods – Facilities Manager

5. The intention of appointing Lead Members Lead Roles was for Lead Members to gain valuable knowledge and understanding within a specific area of business, working closely with their designated Support Officer, by having regular meetings throughout the year. The Support Officer involves the Lead Member in the reporting process to ensure the Member is fully aware of any reports being submitted under their reference. The Lead Member provides support to the Officer through representation at Authority committee meetings, as well as enabling Lead Members to pass on their knowledge and experience to fellow Colleagues on the Authority, in the form of a champion.
6. Appended to this report are feedback forms in relation to each of the above roles, which the Chair of the Authority requested be provided by Lead Members to Authority.
7. Members of the Authority are requested when evaluating the feedback of Lead Members, to give consideration to the personal development value to Members and Officers derived through the opportunity of close working relationships and general understanding of each other's roles, as well as any effect this has in relation to the Authority's decision making, which may benefit to the Authority as a whole, and the community it serves.
8. Guidance documents were provided to all Lead Members and Support Officers (appendix 8) which included a declaration form for each to sign and agree a schedule of meeting throughout the year.

### **Equality and Diversity Implications**

9. There are no direct equality and diversity implications relating to this report as this provides feedback from Members to the Authority. Should any work streams stem from this feedback, Equality and Diversity implications will be taken into consideration on a case by case basis.

### **Staff Implications**

10. Support Officers have seen an increase in their workload through holding regular meetings and increased engagement with their designated Lead Member. However it is important that the Authority are fully aware of how the Service is functioning especially as resources become increasingly reduced in the current financial climate.

### **Legal Implications**

11. There are no direct legal implications contained within this report.

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**Financial Implications & Value for Money**

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12. Lead Members currently receive an Additional Responsibility Allowance of £2,018.00 per annum, in recognition of the additional work required to perform their role. This forms part of the current Members Allowance Scheme, and is contained within the existing budget

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**Risk Management, Health & Safety, and Environmental Implications**

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13. There are no direct Risk, Health & Safety and Environmental implications arising from this report.

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**Contribution to Our Mission: *Safer Stronger Communities – Safe Effective Firefighters***

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14. The development of Lead Member roles will empower the Authority to have a deeper understanding of specific areas of service provision, which will assist the Authority to make informed decisions regarding the provision of service to the Community of Merseyside.

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**BACKGROUND PAPERS**

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- CFO/058/13** Structure of the Authority  
**CFO/067/13** Scheme of Members' Allowances 2013/14

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**GLOSSARY OF TERMS**

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