

ELECTION OF VICE CHAIRPERSON 2017/18

SUMMARY

1. The Vice Chairperson of the Authority is an annual appointment made at the Annual General Meeting.
2. As with the appointment of the Chairperson, Members are asked to refer to the Constitution (Article 5 and Schedule 2 of Part 2) attached at Appendix 1 which sets out the role of the Vice Chairperson and election procedure.

RECOMMENDATIONS

3. Members are asked to elect a Vice Chairperson in accordance with this report.

ELECTION OF VICE CHAIRPERSON

4. The election of the Vice Chairperson shall be conducted by the same process as applies to the election of the Chairperson, except that it shall be the Chairperson who shall call for nominations. The Chairperson shall have a second or casting vote as set down in the Constitution, should there be an equal split of votes.

STRATEGIC PLAN COMPATIBILITY

5. The Vice Chairperson of the Humberside Fire Authority has a key role to play, as set down in the Constitution. Governance and leadership is a key enabler of the Strategic Plan.

FINANCIAL/RESOURCES/VALUE FOR MONEY IMPLICATIONS

6. None arising directly.

LEGAL IMPLICATIONS

7. The election of a Vice Chairperson must be in accordance with the Constitution and the Combination Order.

EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS

8. No direct actions required.

CORPORATE RISK MANAGEMENT IMPLICATIONS

9. No direct actions required.

HEALTH AND SAFETY IMPLICATIONS

10. None arising.

COMMUNICATION ACTIONS ARISING

11. The appointment of the Vice Chairperson will be published.

DETAILS OF CONSULTATION AND/OR COLLABORATION

12. None.

BACKGROUND PAPERS AVAILABLE FOR ACCESS

13. None.

RECOMMENDATIONS RESTATED

14. Members are asked to elect a Vice Chairperson in accordance with this report.

M BUCKLEY

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[Extract from Constitution]

Article 5 – Chairperson of the Humberside Fire Authority

5.1 The Chairperson and Vice Chairperson of the HFA will be elected from amongst the Members at the Annual General Meeting of the HFA. The Chairperson and, in his or her absence, the Vice Chairperson will have the following roles and functions:

(a) Ceremonial role:

- (i) to promote the interests and reputation of the HFA and act as an ambassador; and
- (ii) to undertake such civic, community and ceremonial functions as the HFA and he or she determines appropriate and foster community identity and pride.

(b) Responsibilities as the Chairperson of the HFA:

- (i) to uphold and promote the purposes of the Constitution;
- (ii) to preside impartially over meetings of the full HFA so that its business can be carried out fairly and efficiently and with regard to the rights of Members and the interests of the community;
- (iii) to ensure that the HFA meeting is a forum for the debate of matters of concern to the local community;
- (iv) to promote public involvement in the HFA's activities;
- (v) to conduct meetings of the full HFA with dignity and be the conscience of the HFA;
- (vi) to uphold the principles of good governance;
- (vii) to provide political leadership to the HFA.

Schedule 2 to the Articles provides additional guidance upon the role of the Chairperson and Members generally. In addition, guidance is provided upon the role of, Member Spokespersons and Group Secretaries.

Schedule 2

Guidance Notes

2. ROLE OF THE VICE CHAIRPERSON OF THE HUMBERSIDE FIRE AUTHORITY

PURPOSE

The Vice Chairperson will deputise for the Chairperson in his or her absence. The Vice Chairperson will also act in a supportive role in assisting the Chairperson to fulfil his or her role.

APPOINTMENT PROCEDURE

The Vice Chairperson is appointed at the Annual General Meeting of the HFA as set down in Part 4 (Rules of Procedure).

KEY ROLES

The Vice Chairperson of the HFA will:

- (a) chair meetings of the HFA in the absence of the Chairperson;
- (b) undertake the role of the Chairperson in his or her absence and carry out all duties applicable to this position; and
- (c) facilitate at Members' Briefings on relevant issues.