



AGENDA ITEM: 12

NORTH WALES FIRE AND RESCUE AUTHORITY

19th March 2007

PROPOSED AMENDMENT TO STANDING ORDERS

**Report by Ian Miller,
Clerk to the Authority**

Purpose of Report

1. To propose an amendment to the Standing Orders in relation to the date of the autumn business meeting in order to accommodate the requirements of the Risk Reduction Planning (RRP) process.

Background

2. Standing Order 4(2) of the Fire and Rescue Authority's Standing Orders states that "meetings of the authority shall take place in the months of June, ..., and in September, December and March respectively. These meetings shall take place on the third Monday of the month unless determined by the Chair in consultation with the Clerk and Chief Fire Officer."
3. On 21st March 2006 the Welsh Assembly Government (WAG) published its Guidance to fire and rescue authorities on Risk Reduction Planning - "Wales a Safer Country". The Guidance explicitly states that "Fire and Rescue Authorities will need to develop, consult, approve and publish their RRP and annual action plans by 31st October" every year. The Guidance also states that fire and rescue authorities must "consult widely and allow a minimum of 12 weeks for the consultation process".



Information

4. The requirements of the RRP process, as set out in the Guidance, would make it impossible for the Authority to be in a position to approve its RRP and action plan at its meeting on the third Monday in September of any year, unless the draft RRP was approved for consultation at the March meeting – this seems rather premature when the plan would not take effect until the following year. Rather than hold an additional meeting of the Authority during October solely for the purpose of approving the RRP for the following year, it would be simpler if the Authority resolved to change the day of its second business meeting in each municipal year to be the third Monday in October – this approach was used by the Authority in 2006.
5. As the approval of the RRP will, for the foreseeable future, become the primary item of business on the Authority's autumn meeting's agenda it would therefore be advisable for the Authority to amend its Standing Orders so that its autumn meeting is held in October rather than in September.
6. By adopting this approach and refraining from holding two separate meetings on consecutive months the Authority would be utilising its resources in an efficient manner. Re-scheduling the meeting to the third Monday in October would also give the Authority sufficient time to incorporate any amendments it resolves to make to the RRP into the Plan prior to its publication by the statutory deadline.

Additional Information

7. Under standing order 2(2), any amendment to Standing Orders that is moved and seconded stands adjourned until the next meeting. Therefore the proposed amendment will not be subject to debate or voting until the Authority's next meeting in June 2007.



Recommendation

- 8.** That the following amendment to Standing Order 4(2) be noted (if moved and seconded)

"4(2) Meetings of the authority shall take place in the months of June, which shall be the Authority's Annual Meeting, and October, December and March. These meetings shall take place on the third Monday of the month unless determined by the Chair in consultation with the Clerk and Chief Fire Officer".