

# DEVON & SOMERSET FIRE & RESCUE AUTHORITY

(Devon and Somerset Fire and Rescue Authority)

27 May 2011

## Present:-

Councillors Bakewell, Bown, Boyd, Drean, Dyke, Eastman, Foggin, Fry, Gordon, Gribble, Healey, Horsfall, Hughes OBE, Leaves, Mills, Radford, Randall Johnson, Smith, Way, Woodman, Wright and Yeomans

## Apologies:-

Councillors Brooksbank, Burridge-Clayton and Cann

### **DSFRA/1. Election of Chairman**

**RESOLVED** that Councillor Healey be elected Chairman of the Authority until its Annual Meeting in 2012.

### **DSFRA/2. Minutes**

**RESOLVED** that the Minutes of the budget meeting of the Authority held on 14 February 2010 be signed as a correct record.

### **DSFRA/3. Election of Vice-Chairman**

**RESOLVED** that Councillor Boyd be elected Vice Chairman of the Authority until its Annual Meeting in 2012.

### **DSFRA/4. Declarations of Interest**

Members were asked to consider whether they had any **personal/personal and prejudicial interests** in items as set out on the agenda for this meeting and declare any such interests at this time.

Councillor Woodman declared a **personal but non-prejudicial** interest in the item relating to appointments to outside bodies by virtue of his being the Authority-appointed Director on South West Fire Control Ltd., the Local Authority Controlled Company (LACC) that exercised governance responsibility for the former South West Regional Control Centre.

**(SEE MINUTE DSFRA/6 BELOW)**

### **DSFRA/5. Review of Constitutional Governance Framework Documents**

The Authority considered a report of the Clerk (DSFRA/11/8) on the annual review of the Authority's constitutional framework documents (Standing Orders, Financial Regulations etc.).

As a result of the review, all the documents were considered fit for purpose and no immediate revisions were proposed. The Clerk reminded the Authority, however, of the ongoing business improvement programme by which the Authority was seeking to secure recognition as "excellent". As part of this programme, fundamental reviews were being undertaken both of Service Delivery and Business Support.

In relation to the latter, improvements to procurement processes would shortly be implemented and it was likely these would require modifications to the Procurement and Contract Regulations.

**RESOLVED**

- (a) that the constitutional governance framework documents as listed at paragraph 1.1 of report DSFRA/11/8 be endorsed;
- (b) that it be noted that further amendments to the documents may be submitted to future meetings of the Authority as and when required.

**DSFRA/6. Schedule of Appointments to Committees, Working Parties Etc. and Appointments to Outside Bodies**

(Councillor Woodman declared a **personal but non-prejudicial interest** in this item by virtue of his being the Authority-appointed Director on South West Fire Control Ltd., the Local Authority Controlled Company (LACC) that exercised governance responsibility for the former South West Regional Control Centre).

The Authority considered a schedule (DSFRA/11/9) detailing appointments to be made for the 2011/12 Municipal Year to Committees etc. and outside bodies and to which was appended the existing Terms of Reference for each of the Committees in the current structure.

**RESOLVED**

- (a) that the Terms of Reference for Committees as set out in Annex 1 to Schedule DSFRA/11/9 be endorsed;
- (b) that, in accordance with Standing Orders, appointments be made to the Committees etc. and Outside Bodies as shown below for the 2011/12 municipal year, the Term of Office to be until the Authority Annual Meeting in 2012 unless otherwise indicated or, for the Standards Committee, the “appointed day”, whichever is the sooner;
- (c) that the appointments of Messrs Phillips, Watson and Withers as Independent Members of the Authority’s Standards Committee be re-affirmed until the Authority Annual Meeting in 2012 or until the “appointed day”, whichever is the sooner;
- (d) that the term of office of Councillor Woodman as Authority-appointed Director on South West Fire Control Ltd. be confirmed as either:
  - (i) he resigns from that position; or
  - (ii) ceases to be a Member of this Authority; or
  - (iii) the Company is formally wound-up.

**(A) *COMMITTEES ETC.***

**Resources Committee**

Councillors Bakewell, Gordon, Horsfall, Hughes OBE, Smith, Woodman and Yeomans.

**Human Resources Management and Development Committee**

Councillors Bown, Boyd, Brooksbank, Burrige-Clayton, Cann, Horsfall and Wright.

**Audit and Performance Review Committee**

Councillors Burridge-Clayton, Drean, Dyke Gribble, Mills, Radford and Way.

**Community Safety and Corporate Planning Committee**

Councillors Brooksbank, Eastman, Foggin, Fry, Healey, Leaves and Woodman.

**Standards Committee**

***(NOTE: Term of office to be until the Authority Annual Meeting in 2012 OR the “appointed day”, whichever is the sooner).***

Councillors Bown, Gribble, Horsfall, Mills, Randall-Johnson and Yeomans.

***Independent Members*** – Messrs, Phillips, Watson and Withers.

**Capital Programme Working Party**

Councillors Bown, Fry, Smith and Woodman.

**Equality and Diversity Member Champion**

Councillor Randall Johnson

**Climate Change and Sustainability Member Champion**

Councillor Leaves

**(B) OUTSIDE BODIES**

**Local Government Association**

**(i) Fire Commission**

Authority Chairman.

**(ii) General Assembly**

<b>Member</b>	<b>Votes Exercised</b>
Authority Chairman	1 Corporate and 5 Service
Councillor Fry	4 Service
Councillor Horsfall	4 Service
Councillor Leaves	4 Service

**(iii) Urban Commission**

Councillor Gordon.

**(iv) Rural Commission**

Councillor Smith.

**Devon Strategic Partnership**

Councillor Way.

**Safer Devon Partnership Executive Group**

Councillor Randall Johnson.

**South West Councils**

Authority Chairman.

**South West Provincial Council**

Chairman of the Human Resources Management and Development Committee.

**South West Forum of Fire Authorities**

Chairman of the Authority

**Devon and Exeter Racial Equality Council**

Councillor Boyd.

**Plymouth and District Racial Equality Council**

Councillor Gordon.

**Somerset Racial Equality Council**

Councillor Horsfall.

*(SEE ALSO MINUTE DSFRA/4 ABOVE)*

**DSFRA/7. Devon & Somerset Fire & Rescue Authority Draft Calendar of Meetings 2011/12 Municipal Year**

The Authority considered a draft Calendar of Meetings (DSFRA/11/10) listing proposed Authority and Committee dates up to and including the Authority Annual Meeting in 2012.

**RESOLVED** that the draft Authority Calendar of Meetings for the 2011/12 Municipal Year be approved.

The meeting started at 10.00hours and finished at 10.30hours.