

**DEVON & SOMERSET FIRE & RESCUE AUTHORITY**  
(Annual Meeting)

30 May 2013

Present:-

Councillors Bown, Brazil, Brooksbank, Burridge-Clayton, Chugg, Mrs. Colthorpe, Dyke, Eastman, Edmunds, Ellery, Gordon, Greenslade, Gribble, Healey, Knight, Leaves, Owen, Radford, Randall Johnson, J Smith, Woodman and Yeomans

Apologies:-

Councillors Horsfall and Prior-Sankey

**DSFRA/1. Election of Chairman**

**RESOLVED** that Councillor Healey be elected Chairman of the Authority until its Annual Meeting in 2014.

**DSFRA/2. Minutes**

**RESOLVED** that the Minutes of the budget meeting held on 18 February 2013 be signed as a correct record.

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

Nominations were invited for the post of Vice-Chairman.

Councillor Knight proposed, with Councillor Eastman seconding, that Councillor Gribble be elected Vice-Chairman.

Councillor Gordon proposed himself for the post. This was seconded by Councillor Bown.

A secret ballot was then held, as requested by a majority of those present in accordance with Standing Orders, following which it was

**RESOLVED** that Councillor Gordon be elected Vice-Chairman of the Authority until its Annual Meeting in 2014.

**DSFRA/4. Review of Constitutional Governance Framework Documents**

The Authority considered a report of the Clerk to the Authority (DSFRA/13/8) on the outcome of the most recent annual review of the Authority's constitutional framework documents (Standing Orders, Financial Regulations etc.). The documents were derived from a number of sources – some statutory, some best practice – and were reviewed at least annually to ensure fitness for purpose. While no changes were proposed at this stage, reference was made to the ongoing business transformation programme which could necessitate amendments in future.

**RESOLVED**

- (a) that the constitutional governance framework documents as listed at paragraph 1.1 of report DSFRA/13/8 be endorsed;
- (b) that it be noted that proposals for amendments to the documents may be submitted to future meetings of the Authority as and when required.

**DSFRA/5. Schedule of Appointments to Committees and Outside Bodies Etc.**

The Authority considered a report of the Clerk to the Authority (DSFRA/13/9) seeking endorsement to the Authority's current committee structure and associated Terms of Reference, together with appointments to committees and outside bodies for the forthcoming municipal year.

**RESOLVED**

- (a) that, in accordance with Standing Orders, appointments be made to Committees etc. as shown below for the 2013-14 municipal year, the term of office to be until the Authority annual meeting in 2014:

**Audit and Performance Review Committee**

Councillors Brazil, BurrIDGE-Clayton, Edmunds, Gribble, Healey, Horsfall and Radford.

**Commercial Services Committee**

Councillors Brazil, Dyke, Edmunds, Gordon, Healey, Randall Johnson and Woodman.

**Community Safety and Corporate Planning Committee**

Councillors Bown, Colthorpe, Eastman, Ellery, Leaves, Owen and Prior-Sankey.

**Determinations and Dispensations Committee**

Councillors Bown, Horsfall, Prior-Sankey, Randall Johnson and Yeomans.

**Human Resources Management and Development Committee**

Councillors Bown, Brooksbank, BurrIDGE-Clayton, Chugg, Horsfall, Knight and J. Smith.

**Resources Committee**

Councillors Brooksbank, BurrIDGE-Clayton, Chugg, Dyke, Gordon, Greenslade and Yeomans.

**Capital Programme Working Party**

Councillors Bown, Leaves, Randall Johnson and Woodman.

**Equality and Diversity Member Champion**

Councillor Randall Johnson

**Climate Change and Sustainability Member Champion**

Councillor Leaves

- (b) that Mr. David Watson be appointed as the Authority's "Independent Person" as required by the Localism Act 2011, for a further twelve months until the Authority's annual meeting in 2014;
- (c) that appointments be made to Outside Bodies as shown below for the 2013-14 municipal year, the term of office to be until the Authority's annual meeting in 2014 unless otherwise indicated:

**LOCAL GOVERNMENT ASSOCIATION**

**Fire Commission**

Authority Chairman

**General Assembly**

Authority Chairman (exercising 2 Service and 1 Corporate vote);  
Councillors Dyke, Leaves and Woodman (each exercising 1  
service vote).

**Urban Commission**

Councillor Gordon

**Rural Commission**

Councillor Brooksbank

**DEVON STRATEGIC PARTNERSHIP BI-ANNUAL  
WORKSHOP**

Councillor Radford

**SOUTH WEST COUNCILS**

Authority Chairman

**SOUTH WEST PROVINCIAL COUNCIL**

Chair of Human Resources Management and Development  
Committee

**SOUTH WEST FORUM OF FIRE AUTHORITIES**

Authority Chairman

**PLYMOUTH AND DEVON RACE EQUALITY COUNCIL**

Councillor Gordon

**SOMERSET RACE EQUALITY COUNCIL**

Councillor Horsfall

- (d) that the Terms of Reference for the Authority Committees etc. as set  
out Appendix B to report DSFRA/13/9 be confirmed.

**DSFRA/6. Draft Calendar of Meetings 2013-14**

**RESOLVED** that the draft Calendar of Authority and Committee Meetings for 2013-14,  
as appended to report DSFRA/13/10, be approved.

The meeting started at 10.00hours and finished at 11.00hours.