

# DEVON & SOMERSET FIRE & RESCUE AUTHORITY

30 July 2014

## Present:-

Councillors Healey (Chair), Bown, Mrs. Bowyer, Brooksbank, Chugg, Colthorpe, Dyke, Eastman, Edmunds, Ellery, Greenslade, Horsfall, Leaves, Owen, Prior-Sankey, Radford, Randall Johnson, Smith, Way and Yeomans

## Apologies:-

Councillors Ball, Burrige-Clayton, Knight, Singh and Woodman

### **DSFRA/13. Minutes**

**RESOLVED** that the Minutes of the Annual and Ordinary meetings held on 29 May 2014 be signed as correct records.

### **DSFRA/14. Minutes of Committees**

#### **(a) Community Safety & Corporate Planning Committee**

The Chair of the Committee, Councillor Eastman, **MOVED** the Minutes of the meeting held on 25 June 2014 which had considered, amongst other things:

- a presentation on the planning process for production of the next iteration of the Corporate Plan;
- a presentation on improvements to the Service process for undertaking home fire safety visits; and
- a report on activities undertaken by utilising the £450,000 funding approved by the Authority for additional community safety activities, as set out in the approved Corporate Plan 2013-14 to 2015-16.

**RESOLVED** that, in accordance with Standing Orders, the Minutes be adopted.

#### **(b) Commercial Services Committee**

The Chair of the Committee, Councillor Healey, **MOVED** the Minutes of the meeting held on 3 July 2014 which had considered, amongst other things:

- an update on commercial leads and opportunities currently being progressed; and
- a financial update report covering, amongst other things, the financial year-end accounts for commercial activities during 2013-14.

#### **RESOLVED**

- (i) that the recommendation at Minute CSC/6 (Financial Update) be considered in accordance with the item on commercial activities 2013-14 elsewhere on the agenda for this meeting;
- (ii) that, subject to (i) above and in accordance with Standing Orders, the Minutes be adopted.

**(SEE ALSO MINUTE DSFRA/20 BELOW)**

**(c) Audit & Performance Review Committee**

The Chair of the Committee, Councillor Radford, **MOVED** the Minutes of the meeting held on 9 July 2014 which had considered, amongst other things:

- a report on work to be undertaken as part of the external audit plan for the Authority in 2014-15;
- a report and draft Authority Statement of Assurance for 2013-14, drafted to satisfy the requirements of the current Fire and Rescue Service National Framework and the Accounts and Audit (England) Regulations; and
- a draft Statement of Accounts 2013-14 for the Authority.

**RESOLVED** that, in accordance with Standing Orders, the Minutes be adopted.

**(d) Human Resources Management & Development Committee**

The Chair of the Committee, Councillor Bown, **MOVED** the Minutes (as tabled) of the meeting held on 23 July 2014, which had considered, amongst other things:

- a presentation giving an overview of the new health and safety management information system introduced by the Service;
- a report on absence management and the health of the organisation;
- a monitoring report of activities and successes in 2013-14 against the Service's approved Equality Strategy, "Safer Lives, Brighter Futures", including the development of a new behavioural framework and core values for the Service;
- an analysis report on leavers from the Retained Duty System; and
- a report on a review of the current practice for trade union facilities within the Service.

**RESOLVED**

- (i) that the recommendation at Minute HRMDC/6 (Equality Strategy "Safer Lives, Brighter Futures" – Monitoring Report: April 2013 to June 2014), namely that the Authority adopt the new, Service developed behavioural framework and core values and that the Clerk amend the Member Roles and Responsibilities document accordingly, be approved;
- (ii) that the recommendation at Minute HRMDC/9 (Working with Trade Unions), namely that the Committee be delegated authority to determine future arrangements for trade union facilities, be approved;
- (iii) that, subject to (i) and (ii) above and in accordance with Standing Orders, the Minutes be adopted.

**DSFRA/15. Authority Calendar of Meetings 2014-15 and Appointments to Committees and Outside Bodies**

The Authority considered a report of the Clerk to the Authority (DSFRA/14/12) on:

- proposed additional dates for inclusion in the Authority's approved Calendar of Meetings for 2014-15, omitted in error when this matter was considered at the Annual Meeting earlier this year;
- outstanding vacancies requiring appointment on the Authority's Audit & Performance Review, Commercial Services, Determinations & Dispensations and Resources Committees; and

- the allocation to the Authority by the Local Government Association, following a review of its governance arrangements, of an additional seat on the Fire Commission.

#### **RESOLVED**

- (a) that, subject to further consideration being given to the date/time of the meeting of the Human Resources Management & Development Committee scheduled for November 2014, the additional dates for inclusion in the Authority's Calendar of Meetings 2014-15, as set out in paragraph 1.1 of report DSFRA/14/12, be approved;
- (b) that appointments be made to the Committee vacancies as indicated below, the term of office to be until the Authority's Annual Meeting in 2015:
  - Audit & Performance Review Committee – Councillor Singh;
  - Commercial Services Committee – Councillor Leaves;
  - Determinations & Dispensations Committee – Councillor Smith;
  - Resources Committee – Councillor Singh;
- (c) that Councillor Ellery be appointed to the second place on the Local Government Association Fire Commission, to take effect from September of 2014 until the Authority Annual Meeting in 2015.

#### **DSFRA/16. Openness of Local Government Bodies Regulations 2014 - Recording of Decisions**

The Authority considered a joint report of the Clerk and the Treasurer to the Authority (DSFRA/14/13) on a proposed process for adoption to secure compliance with the requirement in the draft Openness of Local Government Bodies Regulations 2014 and relating to the written recording and publication of certain decisions as delegated to officers. It was anticipated that the draft Regulations would come into force in August 2014.

#### **RESOLVED**

- (a) that, upon the Openness of Local Bodies Regulations 2014 being enforced the parameters for the written recording and publication of officer decisions, as set out section 3 of this report, be approved;
- (b) that the parameters be reviewed as part of the annual review of the Authority's constitutional governance framework documents and in light of experience both by this and other authorities;
- (c) that, subject to (a) and (b) above, the report be noted.

#### **DSFRA/17. Chairman's Announcements**

The Authority received, for information, a schedule of events attended by the Chairman on its behalf since the last meeting.

#### **DSFRA/18. Chief Fire Officer's Announcements**

The Chief Fire Officer reported on:

- the tragic death, in a house fire, of former employee. Following this event, the Service was further promoting the importance of home fire safety;
- the appointment of Penny Mordaunt, MP, as the new Fire Minister;

- the ongoing dispute between the Fire Brigades Union and the government over firefighter pensions;
- an announcement by the government that it intends to initiate a review of firefighter pay and conditions;
- the visit, on 16 July 2014, by Their Royal Highnesses the Prince of Wales and the Duchess of Cornwall to the Training Academy at Exeter Airport as part of the event to recognise the contributions made by all emergency services and Local Resilience Forum partners in responding to the severe weather events in the region earlier in the year.
- the forthcoming Award Ceremony to be held at Service Headquarters on 31 July 2014.

**DSFRA/19. Exclusion of the Press and Public**

**RESOLVED** that, in accordance with Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A (as amended) to the Act, namely information relating to the financial and business affairs of the Authority and other companies.

**DSFRA/20. Commercial Activities 2013-14**

(An item taken in accordance with Section 100A(4) of the Local Government Act 1972 during consideration of which the press and public were excluded from the meeting).

The Authority considered a report of the Director of People and Commercial Services (DSFRA/14/14) on the financial results of commercial activities undertaken during 2013-14, as initially reported to the Board of Directors of Red One Ltd. and the Commercial Services Committee.

**RESOLVED**

- (a) that, in accordance with the Authority's earlier decision (Minute DSFRA/59(b) of the meeting held on 18 February 2013 refers), the net dividend arising from commercial activities in 2013-14, as identified in report DSFRA/14/14 and as reported to the meeting of the Commercial Services Committee held on 3 July 2014, be applied towards capital expenditure (thereby reducing debt costs);
- (b) that the gross contribution towards the running costs of the Service made by commercial activities in 2013-14, as identified in the report, together with the work of the team in securing such a positive outcome, be commended.

**(SEE ALSO MINUTE DSFRA/14(b) ABOVE)**

The meeting started at 10.00hours and finished at 11.36hours.