



DEVON & SOMERSET FIRE & RESCUE AUTHORITY

**M. Pearson
CLERK TO THE AUTHORITY**

To: The Chair and Members of the Devon & Somerset Fire & Rescue Authority

(see below)

**SERVICE HEADQUARTERS
THE KNOWLE
CLYST ST GEORGE
EXETER
DEVON
EX3 0NW**

Your ref :
Our ref : DSFRA/MP/SY
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DEVON & SOMERSET FIRE & RESCUE AUTHORITY

Friday, 30th September, 2016

A meeting of the Devon & Somerset Fire & Rescue Authority is to be held on the above date, **commencing at 2.00 pm in the Conference Rooms, Service Headquarters, Exeter** to consider the following matters.

M. Pearson
Clerk to the Authority

AGENDA

PLEASE REFER TO THE NOTES AT THE END OF THE AGENDA LISTING SHEETS

1 Apologies

2 Minutes (Pages 1 - 6)

of the last meeting attached.

3 Items Requiring Urgent Attention

Items which, in the opinion of the Chair, should be considered at the meeting as matters of urgency.

PART 1 - OPEN SESSION

4 Questions and Petitions from the Public

In accordance with Standing Orders, to consider any questions and petitions submitted by the public. Questions must relate to matters to be considered at this meeting of the Authority. Petitions must relate to matters for which the Authority has a responsibility or which affects the Authority. Neither questions nor petitions may require the disclosure of confidential or exempt information. Questions and petitions must be submitted in writing or by e-mail to the Clerk to the Authority (e-mail address: clerk@dsfire.gov.uk) **by midday on Tuesday 27 September 2016.**

5 Addresses by Representative Bodies

To receive addresses from representative bodies requested and approved in accordance with Standing Orders.

6 Questions from Members of the Authority

To receive and answer any questions submitted in accordance with Standing Orders.

7 Minutes of Committees

a Resources Committee (Pages 7 - 10)

The Chair of the Committee, Councillor Dyke, to **MOVE** the Minutes of the meeting held on 1 September 2016, attached.

RECOMMENDATIONS

- (a). that the recommendation at Minute RC/25 (Four-year Funding Allocation and Efficiency Plan) be considered in conjunction with item 8 below; and
- (b). that, subject to (a) above, the Minutes be adopted in accordance with Standing Orders.

b Audit & Performance Review Committee (Pages 11 - 14)

The Chair of the Committee, Councillor Radford, to **MOVE** the Minutes of the meeting held on 12 September 2016, attached

RECOMMENDATIONS

- (a). that the recommendation at Minute APRC/15 (Devon & Somerset Fire & Rescue Service Performance Report) be considered;
- (b). that, subject to (a) above, the Minutes be adopted in accordance with Standing Orders.

c Human Resources Management & Development Committee (Pages 15 - 18)

The Chair of the Committee, Councillor Bown, to **MOVE** the Minutes of the meeting held on 16 September 2016, attached.

RECOMMENDATIONS

- (a). that the recommendations at Minutes HRMDC/13 (Redundancy Compensation Rates) and HRMDC/16 (Blended Learning and Links in Supporting Staff Training) be approved; and
- (b). that, subject to (a) above, the Minutes be adopted in accordance with Standing Orders.

8 Four-year Funding Allocation and Efficiency Plan (Pages 19 - 38)

Report of the Treasurer (DSFRA/16/18) attached.

9 Appointment to Vacancy on Audit & Performance Review Committee (Pages 39 - 40)

Report of the Clerk to the Authority (DSFRA/16/19) attached.

10 Chairman's Announcements

11 Chief Fire Officer's Announcements

12 Exclusion of the Press and Public

RECOMMENDATION that, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public (with the exception of individuals as may be specified by the Authority) be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the following Paragraph(s) of Part 1 of Schedule 12A (as amended) to the Act:

- Paragraph 3 (information relating to the financial and business affairs of a particular person).

PART 2 - ITEMS WHICH MAY BE TAKEN IN THE ABSENCE OF THE PRESS AND PUBLIC

13 Networked Fire Control Services Partnership

- (a). Report of the Chief Fire Officer (DSFRA/16/20) **TO FOLLOW**;
- (b). Discussion with Managing Director, Capita Digital and Software Solutions.

14 Commercial Activities Governance Review (Pages 41 - 66)

Report of the Director of Corporate Services (DSFRA/16/21) attached.

MEMBERS ARE REQUESTED TO SIGN THE ATTENDANCE REGISTER

Membership:-

Councillors Healey (Chair), Ball, Bown, Burrige-Clayton, Coles, Chugg, Colthorpe, Dyke, Eastman, Edmunds, Ellery, Greenslade (Vice-Chair), Hendy, Hill, Julian, Knight, Leaves, Radford, Johnson, Redman, Riley, Thomas, Way, Wheeler, Woodman and Yeomans.

NOTES

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| 1. | <p><u>Access to Information</u>
Any person wishing to inspect any minutes, reports or lists of background papers relating to any item on this agenda should contact the person listed in the “Please ask for” section at the top of this agenda.</p> |
| 2. | <p><u>Reporting of Meetings</u>
Any person attending a meeting may report (film, photograph or make an audio recording) on any part of the meeting which is open to the public – unless there is good reason not to do so, as directed by the Chairman - and use any communication method, including the internet and social media (Facebook, Twitter etc.), to publish, post or otherwise share the report. The Authority accepts no liability for the content or accuracy of any such report, which should not be construed as representing the official, Authority record of the meeting. Similarly, any views expressed in such reports should not be interpreted as representing the views of the Authority.
Flash photography is not permitted and any filming must be done as unobtrusively as possible from a single fixed position without the use of any additional lighting; focusing only on those actively participating in the meeting and having regard also to the wishes of any member of the public present who may not wish to be filmed. As a matter of courtesy, anyone wishing to film proceedings is asked to advise the Chairman or the Democratic Services Officer in attendance so that all those present may be made aware that is happening.</p> |
| 3. | <p><u>Disclosable Pecuniary Interests (Authority Members only)</u>
If you have any disclosable pecuniary interests (as defined by Regulations) in any item(s) to be considered at this meeting then, unless you have previously obtained a dispensation from the Authority’s Monitoring Officer, you must:</p> <ul style="list-style-type: none">(a) disclose any such interest at the time of commencement of consideration of the item in which you have the interest or, if later, as soon as it becomes apparent to you that you have such an interest;(b) leave the meeting room during consideration of the item in which you have such an interest, taking no part in any discussion or decision thereon; and(c) not seek to influence improperly any decision on the matter in which you have such an interest. <p>If the interest is sensitive (as agreed with the Monitoring Officer), you need not disclose the nature of the interest but merely that you have a disclosable pecuniary interest of a sensitive nature. You must still follow (b) and (c) above.</p> |
| 4. | <p><u>Part 2 Reports</u>
Members are reminded that any Part 2 reports as circulated with the agenda for this meeting contain exempt information and should therefore be treated accordingly. They should not be disclosed or passed on to any other person(s). Members are also reminded of the need to dispose of such reports carefully and are therefore invited to return them to the Committee Secretary at the conclusion of the meeting for disposal.</p> |
| 5. | <p><u>Substitute Members (Committee Meetings only)</u>
Members are reminded that, in accordance with Standing Order 35, the Clerk (or his representative) must be advised of any substitution prior to the start of the meeting. Members are also reminded that substitutions are not permitted for full Authority meetings.</p> |