



# DEVON & SOMERSET FIRE & RESCUE AUTHORITY

M. Pearson  
CLERK TO THE AUTHORITY

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

(see below)

SERVICE HEADQUARTERS  
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Your ref :  
Our ref : DSFRA/MP/SY  
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Date : 9 December 2016  
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## **DEVON & SOMERSET FIRE & RESCUE AUTHORITY**

**Monday, 19th December, 2016**

A meeting of the Devon & Somerset Fire & Rescue Authority is to be held on the above date, **commencing at 10.00 am 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 - 8)**  
of the meeting held on 30 September 2016 attached.
- 3 **Authority Extraordinary Meeting held on 31 October 2016 - Summary of Proceedings during which the Meeting was not open to the Press and Public (Pages 9 - 12)**  
Report of the Director of Corporate Services (Clerk to the Authority) (DSFRA/16/23) attached.
- 4 **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 COMMITTEE**

### **5 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](mailto:clerk@dsfire.gov.uk)) **by midday on Wednesday 14 December 2016.**

### **6 Addresses by Representative Bodies**

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

### **7 Questions from Members of the Authority**

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

### **8 Minutes of Committees**

#### **a Appointments Panel (Pages 13 - 18)**

The Chair of the Panel, Councillor Dyke, to **MOVE** the Minutes of the meetings of the Panel held on 17 August, 26 September and 4 October 2016 (attached).

#### **RESOLVED**

- (a) that the Minutes be adopted in accordance with Standing Orders; and
- (b) that, having discharged its function of appointment of an Assistant Chief Fire Officer, the Panel be formally dissolved.

#### **b Community Safety & Corporate Planning Committee (Pages 19 - 20)**

The Chair of the Committee, Councillor Eastman, to **MOVE** the Minutes of the meeting held on 28 September 2016 (attached).

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

#### **c Resources Committee (Pages 21 - 32)**

The Chair of the Committee, Councillor Dyke, to **MOVE** the Minutes of the meeting held on 16 November 2016.

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

**NOTE:** The Authority's approved Treasury Management Strategy (as underpinned by the Chartered Institute of Public Finance and Accountancy's (CIPFA) Treasury Management in Public Services Code of Practice) provides, amongst other things, for the Authority to receive an annual Treasury Management Strategy Statement (including the Annual Investment Strategy and Minimum Revenue Provision Policy) for the year ahead, together with a mid-year review and an annual stewardship report covering activities during the previous year.

Report RC/16/13 (Treasury Management Performance 2016-17: Quarter 2), as referred to at Minute \*RC/10 of the Minutes of the Resources Committee meeting held on 16 November 2016, represents the mid-year review report and is appended to the Resources Committee Minutes for information.

**d** **Determinations & Dispensations Committee** (Pages 33 - 38)

The Chair of the Committee, Councillor Randall Johnson, to **MOVE** the Minutes of the meeting held on 28 November 2016 (attached).

**RECOMMENDATIONS**

- (a) that the recommendation at Minute DDC/4 relating to a review of the Code of Conduct and subsequent provision of training for the Authority be approved; and
- (b) that, subject to (a) above, the Minutes be adopted in accordance with Standing Orders.

**e** **Human Resources Management & Development Committee**

The Chair of the Committee, Councillor Bown, to **MOVE** the Minutes of the meeting held on 14 December 2016 (**TO FOLLOW**).

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

**9** **Policing and Crime Bill - Involvement of Police and Crime Commissioners with Fire and Rescue Authorities (Pages 39 - 40)**

Report of the Director of Corporate Services (Clerk to the Authority) (DSFRA/16/24) attached.

**10** **Changes to Arrangements for the Appointment of External Auditors (Pages 41 - 46)**

Report of the Treasurer (DSFRA/16/25) attached.

**11** **Confirmation of Scheme of Members' Allowances 2017-18 (Pages 47 - 50)**

Report of the Director of Corporate Services (DSFRA/16/26) attached.

**12** **Chairman's Announcements**

**13** **Chief Fire Officer's Announcements**

**14** **Exclusion of the Press and Public**

**RECOMMENDATION** 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 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:

**FOR ITEM 15**

- Paragraph 1 (information relating to an individual);
- Paragraph 2 (information likely to reveal the identity of an individual);
- Paragraph 3 (information relating to the financial and business affairs of any particular person [including the authority holding that information]).

**FOR ITEM 16**

- Paragraph 1 (information relating to an individual);
- Paragraph 2 (information likely to reveal the identity of an individual).

**15 Minutes of the Extraordinary Meeting of the Authority held on 31 October 2016 (Pages 51 - 56)**

Attached.

**RECOMMENDATION** that the Minutes be signed as a correct record.

**16 Staffing Matters (Pages 57 - 60)**

Report of the Director of Corporate Services (DSFRA/16/27) attached.

**MEMBERS ARE REQUESTED TO SIGN THE ATTENDANCE REGISTER**

Membership:-

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

## NOTES

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| 1. | <p><b><u>Access to Information</u></b><br/>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><b><u>Reporting of Meetings</u></b><br/>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.<br/>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><b><u>Disclosable Pecuniary Interests (Authority Members only)</u></b><br/>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"><li>(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;</li><li>(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</li><li>(c) not seek to influence improperly any decision on the matter in which you have such an interest.</li></ul> <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><b><u>Part 2 Reports</u></b><br/>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><b><u>Substitute Members (Committee Meetings only)</u></b><br/>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>   |