

DEVON & SOMERSET FIRE & RESCUE AUTHORITY
(Ordinary Meeting)

12 June 2017

Present:-

Councillors Randall Johnson (Chair), Healey (Vice-Chair), Best, Biederman, Bown, Burridge-Clayton, Chugg, Coles, Colthorpe, Eastman, Ellery, Greenslade, Hannaford, Hendy, Hosking, Hunt, Leaves, Peart, Prowse, Redman, Riley, Saywell, Thomas, Trail, Wallace and Wheeler.

DSFRA/7 Authority Extraordinary Meeting 4 April 2017 - Summary of Proceedings during which the Press and Public were Excluded from the Meeting

The Authority received for information a report of the Director of Corporate Services (Clerk to the Authority) (DSFRA/17/13) prepared in accordance with Section 100C(2) of the Local Government Act 1972 and providing a fair and coherent summary, without disclosing exempt information, of the proceedings of the Extraordinary Authority meeting held on 4 April 2017 held in the absence of the press and public.

(SEE ALSO MINUTE DSFRA/19 BELOW).

DSFRA/8 Minutes of Committees

a General Purposes Committee

The Chair of the Committee, Councillor Greenslade, **MOVED** the Minutes of the meeting held on 9 March and 28 April 2017 which had considered matters relating to a staffing issue.

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

b Human Resources Management & Development Committee

The Chair of the Committee, Councillor Bown, **MOVED** the Minutes of the meeting held on 24 March 2017 which had considered, amongst other things:

- a report on absence management and the health of the organisation;
- a report on workforce culture, diversity and inclusion;
- a report on strategic workforce planning;
- requests for retirement and re-employment submitted in accordance with the approved Pay Policy Statement; and
- a report on the On-Call Availability Pilot.

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

c Community Safety & Corporate Planning Committee

The Chair of the Committee, Councillor Eastman, **MOVED** the Minutes of the meeting held on 21 April 2017 which had considered, amongst other things:

- a progress report on development of the Integrated Risk Management Plan;
- a report on fire safety initiatives for historic buildings; and
- a report on the use of “virtual reality” technology to promote community safety messages.

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

- A. £0.884m to the Grants Unapplied Reserve;
 - B. £0.020m to the Direct Funding for Capital Reserve
- as required under International Financial Reporting Standards (IFRS) relating to grants received during the financial year in question (2016-17) but not utilised;
- iii. £0.288m to Earmarked Reserves for 2016-17 Budget Carry Forwards to fund planned projects not completed by 31 March 2017;
 - iv. £2.641m to the Reserve for Capital Funding; and
 - v. £0.064m to fund additional provisions relating to pension liabilities.
- (c). that, following a review of Earmarked Reserve requirements, an amount of £0.036m be transferred from Earmarked Reserves to the General Reserve;
- (d). that a total of £0.230m comprising:
- i. £0.200m from the existing Change and Improvement Ear Marked Reserve; and
 - ii. £0.030m from the existing Budget Carry Forwards Ear Marked Reserve
- be transferred to a new specific Ear Marked Reserve to fund replacement of the Performance Information Management System (PIMS);
- (e). That, as required by capital control legislation, the following use of capital finance be determined:
- i. £1.992m of external borrowing from previous years be utilised to fund the Capital Programme;
 - ii. £0.752m be capitalised and funded from revenue contributions to capital spending, either directly from the 2016-17 revenue budget or from balances in Earmarked Reserves; and
 - iii. £0.014m of capital receipts received in-year be used to contribute towards funding the 2016-17 Capital Programme;
- (f). That, subject to (a) to (e) above, the draft outturn position in respect of the 2016-17 Revenue and Capital budgets, as detailed in report DSFRA/17/14, be noted.

DSFRA/10 Annual Treasury Management Report 2016-17

The Authority received for information a report of the Treasurer (DSFRA/17/15), together with a presentation from Adam Burleton (Capita - the Authority's Treasury Management Advisor), reviewing the treasury management activities and operation of prudential and treasury indicators for the previous (2016-17) financial year.

The report, which satisfied the reporting requirements both of the CIPFA Code of Practice on Treasury Management and the CIPFA Prudential Code for Capital Finance in Local Authorities, concluded that no prudential indicator had been breached and that a prudent approach to investment decisions had been adopted during the year, with priority being given to liquidity and security over yield.

DSFRA/11 Policing and Crime Act - Appointment of Police and Crime Commissioners to the Authority

The Authority considered a report of the Director of Corporate Services (Clerk to the Authority) (DSFRA/17/16) on a request from the Police & Crime Commissioners for both Devon & Cornwall and Avon & Somerset for membership of the Authority. While the relevant provisions in the Policing and Crime Act to allow this had been enacted, revisions were also required to the existing Combination Scheme Order and consultation on Regulations to provide for this had been deferred pending the General Election.

RESOLVED that the appointment to the Authority of the Police & Crime Commissioners for both Devon & Cornwall and Avon & Somerset be approved, to take effect immediately upon the relevant amending Regulations coming into force.

DSFRA/12 Appointment of Authority Treasurer

The Authority considered a report of the Director of Corporate Services (Clerk to the Authority) (DSFRA/17/17) outlining options for the appointment of a Treasurer (proper financial officer) for the Authority upon retirement of the existing post-holder in October.

The Authority was required by statute to have a proper financial officer and recent changes to taxation legislation meant that this could no longer be delivered on a contracted out basis. The report therefore identified the following three options for consideration:

- a. seek to recruit an in-house Treasurer on terms equivalent to the current contractual arrangement (i.e. on a 0.4 full-time equivalent basis);
- b. seek to recruit an in-house Treasurer on a full-time basis; or
- c. effect a temporary promotion from within existing staff for a period of twelve months and on a 0.8 full-time equivalent basis.

The report outlined the issues, including costs, associated with each of these options.

RESOLVED

- (a). that, upon retirement of the current Treasurer, the post of Treasurer be filled by temporary promotion of the current Service Head of Finance, for a period of twelve months and on a 0.8 full-time equivalent basis (i.e. four days a week); and
- (b). that this post be designated the proper financial officer for the Authority in accordance with the requirements of Section 112 of the Local Government Finance Act 1988;
- (c). that the Chief Fire Officer be delegated authority to effect this appointment at the relevant time.

DSFRA/13 Department for International Trade - Fire & Resilience "Export" Offer

The Authority received for information a report of the Chief Fire Officer (DSFRA/17/18) on work undertaken by the Chief Fire Officer, with the support of the Authority and on behalf of the National Fire Chiefs Council, with the Department for International Trade to develop a fire and resilience "export" offer.

DSFRA/14 Emergency Services Collaboration

The Authority considered a report of the Chief Fire Officer (DSFRA/17/18) on collaboration efforts between the emergency services in the South West.

Prior to enactment of the Policing and Crime Act (which introduced the new, statutory duty to collaborate), this Authority had been instrumental in establishing a forum bringing together the leading political and operational figures for the emergency services in the region to identify and progress areas of collaboration. This Emergency Services Forum was supported by a Programme Board which in turn had established seven workstreams looking at areas such as strategic planning and governance, demand management, community risk and early intervention and community resilience. Successful initiatives delivered to date included the “collapsed behind closed doors/concerns for welfare” initiative and work currently in train included development of a shared community risk index, informed by public health as well as national health risk profiles.

RESOLVED that the work being undertaken on emergency services collaboration, as outlined in report DSFRA/17/18, be noted and that continued political and professional support be given to making greater progress in terms of collaboration in the months and years ahead.

DSFRA/15 Chairman's Announcements

The Authority received, for information, a list of activities undertaken by the outgoing Chair and Vice-Chair (Councillors Healey and Greenslade respectively) on behalf of the Authority since its last meeting.

DSFRA/16 Chief Fire Officer's Announcements

The Chief Fire Officer reported, for information, on:

- An invitation from the National Employers for Chairs and Chief Fire Officers to attend an initial meeting to discuss preliminary views to any potential firefighters pay claim;
- The intention to write, following the General Election, to South West Members of Parliament to invite them to a briefing at Service Headquarters;
- Establishment of a local Marauding Terrorist Firearms Attack (MTFA) capability;
- The forthcoming Service Awards Ceremony to be held at Service Headquarters on Thursday 14 September 2017.

DSFRA/17 Establishment of a Community Interest Company (CIC) - Progress Report

The Authority received, for information, a report of the Director of Corporate Services (DSFRA/17/20) on progress in establishing a Community Interest Company limited by guarantee following the decision to do so taken at the Extraordinary General Meeting of Red One Ltd. held on 4 April 2017.

Appended to the report were the Certificate of Incorporation for the new company, its Articles of Association and the Community Interest Statement. The company was only a “shell” company at present and was not actively trading. Further work was required including amendment to the Articles to provide for the Authority to appoint “members” (equivalent to shareholders) to the new company and in terms of developing the contractual trading agreement for the provision of goods and services from the Authority to the new company. It was intended to submit a further progress report to the next Authority meeting.

DSFRA/18 **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 items of business on the grounds that they involve the likely disclosure of exempt information as defined in the following Paragraphs of Part 1 of Schedule 12A (as amended) to the Act:

- for Minute DSFRA/19, 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) and Paragraph 5 (information in respect of which a claim to legal professional privilege could be maintained in legal proceedings); and
- for Minute DSFRA/20, Paragraph 3 (information relating to the financial and business affairs of any particular person – including the authority holding that information).

DSFRA/19 **Minutes of the Authority Extraordinary Meeting held on 4 April 2017**

(An item taken in accordance with Section 100A(4) during which the press and public were excluded from the meeting).

RESOLVED that the Minutes of the Extraordinary Authority meeting held on 4 April 2017 be signed as a correct record.

DSFRA/20 **Red One Ltd. Financial Matters**

(An item taken in accordance with Section 100A(4) during which the press and public were excluded from the meeting).

(Councillors Healey and Thomas each declared a personal, non-pecuniary interest, in this matter by virtue of their being Authority-appointed non-executive directors on the Board of Red One Ltd. and abstained from voting on this matter).

The Authority considered a report of the Treasurer (DSFRA/17/21) on a proposal relating to the working capital required by Red One Ltd. in support of its approved Business Plan for 2017-18.

RESOLVED that the proposal as set out in report DSFRA/17/21 be approved.

***DENOTES DELEGATED MATTER WITH POWER TO ACT**

The Meeting started at 11.35 am and finished at 2.00 pm