



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
Website : www.dsfire.gov.uk

Date : 21 September 2021
Please ask for : Steve Yates
Email : syates@dsfire.gov.uk

Telephone : 01392 872200
Fax : 01392 872300
Direct Telephone : 01392 872329

DEVON & SOMERSET FIRE & RESCUE AUTHORITY

Wednesday, 29 September, 2021

A meeting of the Devon & Somerset Fire & Rescue Authority will be held on the above date, **commencing at 10.00 am in the Exeter Suite, Sandy Park, Exeter** to consider the following matters.

M. Pearson
Clerk to the Authority

A G E N D A

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

1 Apologies

2 Minutes

a Authority Annual Meeting 29 June 2021 (Pages 1 - 6)
Attached.

b Authority Ordinary Meeting 29 June 2021 (Pages 7 - 12)
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 COMMITTEE

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 Friday 24 September 2021.**

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 People Committee (Pages 13 - 18)

The Chair of the Committee, Councillor Bown, to **MOVE** the Minutes of the meeting held on 23 July 2021 (attached).

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

b Community Safety Committee (Pages 19 - 22)

The Chair of the Committee, Councillor Chesterton, to **MOVE** the Minutes of the meeting held on 26 July 2021 (attached).

RECOMMENDATIONS

- (a). that the recommendation at Minute CS/21/3(b) (Match Funding of Domestic Sprinklers) be considered in conjunction with item 12 below;
- (b). that, subject to (a) above, the Minutes be adopted in accordance with Standing Orders.

c Audit & Governance Committee (Pages 23 - 28)

The Chair of the Committee, Councillor Healey MBE, to **MOVE** the Minutes of the meeting held on 30 July 2021 (attached).

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

d Resources Committee Public Minutes (Pages 29 - 34)

The Chair of the Committee, Councillor Peart, to **MOVE** the Minutes of the meeting held on 9 September 2021 (attached)

RECOMMENDATIONS

- (a). that the recommendations at Minutes that the Minutes RC/21/3 (Revision to Capital Programme 2021-22 to 2023-24) and RC/21/4 (Reserves Strategy 2021-22) be approved;
- (b). that, subject to (a) above, the Minutes be adopted in accordance with Standing Orders.

(**Note:** a copy of report RC/21/1 [Reserves Strategy 2021-22] is appended to these Minutes for ease of reference).

e Appendix to the Minutes of the Resources Committee 9 September 2021 (Pages 35 - 46)

A copy of report RC/21/12 – Reserves Strategy 2021-22 – as considered by the meeting is attached for ease of reference.

8 Authority Governance Processes (Pages 47 - 48)

Report of the Director of Governance & Digital Services (DSFRA/21/19) attached.

9 Development of Community Risk Management Plan - Proposals for Authority Engagement (Pages 49 - 52)

Report of the Chief Fire Officer (DSFRA/21/20) attached.

10 Statement of Accounts 2020-21 (Pages 53 - 112)

Report of the Director of Finance & Resourcing (Treasurer) (DSFRA/21/21) attached.

11 2020-21 Annual Statement of Assurance (FINAL) (Pages 113 - 144)

Report of the Director of Governance & Digital Services (DSFRA/21/22) attached.

12 Amendment to Financial Regulations (Pages 145 - 148)

Report of the Director of Governance & Digital Services (DSFRA/21/23) attached.

13 Resources Committee Terms of Reference and Committee Appointments (Pages 149 - 152)

Report of the Director of Governance & Digital Services (DSFRA/21/24) attached.

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 item of business on the grounds that it involves the likely disclosure of exempt information as defined Paragraph 3 of Part 1 of Schedule 12A (as amended) to the Act, namely information relating to the financial and business affairs of any particular person – including the authority holding that information.

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

15 Resources Committee 9 September 2021 Restricted Minutes (Pages 153 - 154)

The Chair of the Committee, Councillor Peart, to **MOVE** the restricted Minutes of the Resources Committee held on 9 September 2021.

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

MEMBERS ARE REQUESTED TO SIGN THE ATTENDANCE REGISTER

Membership:-

Councillors Best, Biederman, Bown, Brazil, Dr. Buchan, Chesterton, Clayton, Coles, Corvid, Drean, Hannaford, Healey MBE, Long, McGeough, Napper, Parker-Khan, Peart, Prowse, Radford, Randall Johnson (Chair), Redman, Roome, Scott, Shayer, Thomas (Vice-Chair) and Vijeh.

NOTES

1. **Access to Information**

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.

2. **Reporting of Meetings**

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 Chair - 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 Chair or the Democratic Services Officer in attendance so that all those present may be made aware that is happening.

3. **Declarations of Interests at meetings (Authority Members only)**

If you are present at a meeting and you are aware that you have either a disclosable pecuniary interest, personal interest or non-registerable interest in any matter being considered or to be considered at the meeting then, unless you have a current and relevant dispensation in relation to the matter, you must:

- (i) disclose at that meeting, by no later than commencement of consideration of the item in which you have the interest or, if later, the time at which the interest becomes apparent to you, the existence of and – for anything other than a “sensitive” interest – the nature of that interest; and then
- (ii) withdraw from the room or chamber during consideration of the item in which you have the relevant interest.

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 an interest of a sensitive nature. You must still follow (i) and (ii) above.

Where a dispensation has been granted to you either by the Authority or its Monitoring Officer in relation to any relevant interest, then you must act in accordance with any terms and conditions associated with that dispensation.

Where you declare at a meeting a disclosable pecuniary or personal interest that you have not previously included in your Register of Interests then you must, within 28 days of the date of the meeting at which the declaration was made, ensure that your Register is updated to include details of the interest so declared.

	NOTES (Continued)
4.	<p><u>Part 2 Reports</u></p> <p>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></p> <p>Members are reminded that, in accordance with Standing Orders, 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>
6.	<p><u>Other Attendance at Committees)</u></p> <p>Any Authority Member wishing to attend, in accordance with Standing Orders, a meeting of a Committee of which they are not a Member should contact the Democratic Services Officer (see “please ask for” on the front page of this agenda) in advance of the meeting.</p>