

DEVON & SOMERSET FIRE & RESCUE AUTHORITY

(Annual General Meeting)

12 June 2023

Present:

Councillors Cook-Woodman (Chair), Biederman (Vice-Chair), Atkinson, Best, Brazil, Chesterton, Clayton, Coles, Fellows, Gilmour, Hendy, Kendall, Kerley, Patel, Peart, Power, Radford, Randall-Johnson, Roome, Sellis, Slade, Sully, Tolchard and Trail BEM

Apologies:

Councillor Sproston

DSFRA/23/1 Election of Chair

RESOLVED that Councillor Cook-Woodman be elected Chair of the Authority until its next annual meeting in 2024.

DSFRA/23/2 Election of Vice Chair

RESOLVED that Councillor Biederman be elected Vice Chair of the Authority until its next annual meeting in 2024.

DSFRA/23/3 Minutes

- a **Devon & Somerset Fire & Rescue Authority Minutes (Budget Meeting) held on 15 February 2023 (attached)**

RESOLVED that the Minutes of the Budget meeting held on 15 February 2023 be signed as a correct record.

- b **Devon & Somerset Fire & Rescue Authority (Extraordinary Meeting) held on 19 April 2023 (attached)**

RESOLVED that the Minutes of the Extraordinary meeting held on 19 April 2023 be signed as a correct record.

DSFRA/23/4 Review of Constitutional Governance Framework

The Authority considered a report of the Monitoring Officer and Clerk to the Authority (DSFRA/23/12) on the latest review of the Authority's constitutional governance framework documents. The report identified each of the documents (e.g., Standing Orders; Financial Regulations; Scheme of Delegations) comprising the framework. While all the documents had been subject to review to correct any minor, inconsequential amendments, more substantial revisions had been made to some of the documents as identified in the appendices to the report.

During the discussion on this item, Councillor Atkinson **MOVED** (seconded by Councillor Coles):

“that all constitutional documents should use gender neutral terminology and specifically the term “Chair” and Vice Chair” of the Authority”.

Upon a vote, this motion was declared **CARRIED**.

RESOLVED

- (a). that the following be approved:
 - (i). those changes to the Financial Regulations as highlighted in Appendix A to the report, subject to amendment of:
 - A. paragraph B.1 on page 36 to take out “Fire and Rescue Plan” from the list of bullet points”; and
 - B. paragraph C.7 on page 40 to update the title of “Secretary of State for the Environment” to the correct title; and
 - (ii). Those changes to the Scheme of Delegations highlighted at Appendix B of the report, subject to amendment of:
 - A. “Somerset County Council” to “Somerset Council” in the third paragraph on page 50; and
 - B. the term “IRMP” to “CRMP” wherever needed in the document to be consistent with new terminology.
 - (iii). Those changes to the Committee Terms of Reference as highlighted at Appendix C to the report; and
 - (iv). The use in all constitutional documents of gender neutral terminology and specifically the term “Chair” and Vice Chair” of the Authority;
- (b). that the Clerk be authorised to publish all revised constitutional governance framework documents on the website; and

DSFRA/23/5 Schedule of Appointments to Committees and Outside Bodies

The Authority considered a report of the Monitoring Officer & Clerk to the Authority (DSFRA/23/13) to which was appended a schedule of proposed Authority appointments to committees etc. and outside bodies for the 2023-24 municipal year (i.e. until the next Authority annual meeting).

RESOLVED

- (a). that the following appointments be made to Authority Committees etc. and outside bodies, the term of office to be until the Authority’s next annual meeting unless otherwise indicated:

AUDIT & GOVERNANCE COMMITTEE (9 Members)

Con	LD	Lab	Ind.
Cook Woodman	Sully	Gilmour	
Power	Coles		
Slade	Roome		
Sellis			
Fellows			

COMMUNITY SAFETY COMMITTEE (7 Members)

Con	LD	Lab	Ind.
Chesterton	Kerley	Hendy	
Pat Patel	Brazil		
Power			
Radford			

PEOPLE COMMITTEE (7 Members)

Con	LD	Lab	Ind.
Clayton	Kendall	Atkinson	Biederman
Peart			
Tolchard			
Trail BEM			

RESOURCES COMMITTEE (7 Members)

Con	LD	Lab	Ind.
Power	Sully	Gilmour	
Slade	Best		
Peart (Chair)			
Fellows			

APPOINTMENTS & DISCIPLINARY COMMITTEE (4 Members)

Con	LD	Lab	Ind.
Randall-Johnson	Best	Hendy	
Cook-Woodman			

APPEALS COMMITTEE (4 Members)

Con	LD	Lab	Ind.
Power	Roome	Sproston	Biederman

(NB. Membership must differ from that of the Appointments & Disciplinary Committee)

SCHEME MANAGER APPOINTMENTS TO LOCAL PENSIONS BOARD

Councillor Trail BEM

EQUALITY AND DIVERSITY MEMBER CHAMPION

Councillor Trail BEM

CLIMATE CHANGE AND SUSTAINABILITY MEMBER CHAMPION

Councillor Kendall

LOCAL GOVERNMENT ASSOCIATION (LGA)

(a) Fire Commission

Councillors Cook-Woodman and Coles

(b) General Assembly

Councillor Cook-Woodman

SOUTH WEST COUNCILS

Councillor Cook-Woodman

SOUTH WEST PROVINCIAL COUNCIL

Councillor Clayton

- (a). that, in accordance with Standing Orders, the following appointments be made to Committee Chair and Vice Chair positions until the Authority's next annual meeting in 2024:

Audit & Governance Committee

Chair Councillor Coles

Vice-Chair Councillor Slade

Community Safety Committee

Chair Councillor Hendy

Vice-Chair Councillor Chesterton

People Committee

Chair Councillor Clayton

Vice-Chair Councillor Trail BEM

Resources Committee

Chair Councillor Peart

Vice-Chair Councillor Best

Appointments & Disciplinary Committee

Chair Authority Chair

Vice-Chair – appointment not made

Appeals Committee

Chair – appointment not made

DSFRA/23/6 Draft Calendar of Meetings 2023-24

The Authority considered a report of the Monitoring Officer and Clerk to the Authority (DSFRA/23/14) to which was appended a draft Authority Calendar of Meetings for the 2023-24 municipal year.

RESOLVED that the draft Calendar of Meetings for 2023-24 be approved.

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

The Meeting started at 10.00 am and finished at 11.35 am