

DEVON & SOMERSET FIRE & RESCUE AUTHORITY

(Devon & Somerset Fire & Rescue Authority)

10 June 2024

Present:

Councillors Atkinson, Best, Biederman (Vice-Chair), Brazil, Carter, Clayton, Coles (Chair), Cook-Woodman, Fellows, Gilmour, Hendy, Kendall, Kerley, Luggar, Randall-Johnson, Peart, Power, Prowse, Radford, Roome, Sproston, Sully and Trail BEM

Apologies:

Councillors Chesterton and Sellis

DSFRA/24/1 Election of Chair

RESOLVED that Councillor Coles be elected Chair of the Authority until its next Annual Meeting in 2025.

DSFRA/24/2 Election of Vice Chair

RESOLVED that Councillor Biederman be elected Vice Chair of the Authority until its next Annual Meeting in 2025.

DSFRA/24/3 Minutes

- a **Devon & Somerset Fire & Rescue Authority Minutes (Budget Meeting) held on 16 February 2024 (attached)**

RESOLVED that the Minutes of the meeting held on 16 February 2024 be signed as a correct record.

- b **Devon & Somerset Fire & Rescue Authority (Extraordinary Meeting) held on 25 March 2024 (attached).**

RESOLVED that the Minutes of the extraordinary meeting held on 25 March 2024 be signed as a correct record.

DSFRA/24/4 Review of Constitutional Governance Framework

The Authority considered a report of the Clerk to the Authority (& Monitoring Officer) (DSFRA/24/18) 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.

Attention was drawn to the “low value” threshold of £20k within the proposed, revised Contract Standing Orders and whether this was at the appropriate level in view of the potential for fraud. The Clerk indicated that advice would be sought from the procurement team as to whether this was an appropriate value but, in the interim, the Authority was recommended to approve the revisions set out within the report. A further report could be submitted to the Authority once clarification was received.

RESOLVED

- (a). That the revised Contract Standing Orders as set out at Appendix A of this report be approved;
- (b). That, subject to revision to reflect the terminology of a safe, open and transparent culture consistently throughout the document, the revised Whistleblowing Code (Confidential Reporting Policy) as set out at Appendix B of this report be approved;
- (c). that the proposed addition to the Terms of Reference for the Shareholder Committee as set out in Section 5 of this report be approved;
- (d). that, subject to (a) to (c). above, the Authority’s constitutional governance framework documents as listed at paragraph 1.1 of this report be endorsed; and
- (e). that the Clerk be authorised to publish all revised constitutional governance framework documents on the website.

DSFRA/24/5 Schedule of Appointments to Committees and Outside Bodies

The Authority considered a report of the Clerk to the Authority (& Monitoring Officer) (DSFRA/24/19) to which was appended a Schedule of proposed Authority appointments to committees etc. and outside bodies for the 2024-25 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 in 2025 unless otherwise indicated:

AUDIT & GOVERNANCE COMMITTEE (9 Members)

Con	LD	Lab	Ind.
Clayton	Kendall	Sproston	Biederman
Fellows	Kerley		
Prowse	Roome		
Sellis			

COMMUNITY SAFETY COMMITTEE (7 Members)

Con	LD	Lab	Ind.
Chesterton	Best	Hendy	
Fellows	Brazil		
Radford	Kerley		

PEOPLE COMMITTEE (7 Members)

Con	LD	Lab	Ind.
Clayton	Carter	Atkinson	
Peart	Coles		
Trail BEM	Kendall		

RESOURCES COMMITTEE (7 Members)

Con	LD	Lab	Ind.
Peart	Best	Gilmour	
Power	Carter		
Lugger	Sully		

SHAREHOLDER COMMITTEE (7 Members)

Con	LD	Lab	Ind.
Cook-Woodman	Coles	Hendy	Biederman
Peart	Sully		
Randall Johnson			

APPOINTMENTS & DISCIPLINARY COMMITTEE (4 Members)

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

APPEALS COMMITTEE (4 Members)

Con	LD	Lab	Ind.
Clayton	Roome	Gilmour	
Power			

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

SCHEME MANAGER APPOINTMENTS TO LOCAL PENSIONS BOARD

Councillor Coles

Andrew Furbear (to replace Shayne Scott)

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 Coles

SOUTH WEST COUNCILS

Councillor Coles

SOUTH WEST PROVINCIAL COUNCIL

Councillor Clayton

- (b). 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 2025:

Audit & Governance Committee

Chair Councillor Roome

Vice-Chair Councillor Kerley

Community Safety Committee

Chair Councillor Hendy

Vice-Chair Councillor Kerley

People Committee

Chair Councillor Clayton

Vice-Chair Councillor Trail BEM

Resources Committee

Chair Councillor Peart

Vice-Chair Councillor Best

Shareholder Committee

Chair Councillor Cook-Woodman

Vice-Chair Councillor Coles

Appointments & Disciplinary Committee

Chair Councillor Coles (Authority Chair)

Vice-Chair – appointment not made

Appeals Committee

Chair – Councillor Power

Vice-Chair Councillor Gilmour

DSFRA/24/6 Draft Calendar of Meetings 2024-25

The Authority considered a report of the Clerk to the Authority (& Monitoring Officer) (DSFRA/24/20) to which was appended a draft Authority Calendar of Meetings for the 2024-25 municipal year.

RESOLVED that, subject to clarification of the date of the Members' Forum in April 2025, the draft Calendar of Meetings for 2024-25 be approved.

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