

**SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY****24 JUNE 2013****PRESENT:**

Councillor A Atkin (Vice-Chair)  
 Councillors: A Bosmans, A Buckley, T Fox, I Hussain,  
 S Phillips, C Ross, S M Richards, J Satur and D Woodhouse

S Pick, L Noble and M McCoolle (South Yorkshire Joint  
 Secretariat)

J Courtney, M Shaw, S Chu, B Sandy and J Roberts (South  
 Yorkshire Fire & Rescue Service)

Apologies for absence were received from Councillors  
 J Andrews and A Cave

**1 APOLOGIES**

Apologies were noted as above.

**2 ANNOUNCEMENTS**

None.

**3 URGENT ITEMS**

None.

**4 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS**

RESOLVED – That all agenda items be considered in the presence of the public and press.

**5 DECLARATIONS OF INTEREST**

Councillor Buckley declared he was a member of the FBU Retired Members' Section.

**6 REPORTS BY MEMBERS**

Councillor Richards and Councillor Satur had recently attended the ARC Passing Out Parade at the Lifewise Centre. Councillor Richards commented the support from families at the event had been incredibly moving, and she gave thanks to officers involved in arranging the event.

**7 RECEIPT OF PETITIONS**

None.

8 TO RECEIVE ANY QUESTIONS OR COMMUNICATIONS FROM THE PUBLIC

None.

9 MINUTES OF THE AUTHORITY MEETING HELD ON 20 MAY 2013

RESOLVED – That the minutes of the meeting of the Authority held on 20 May 2013 be agreed and signed by the Chair as a correct record.

10 OUTTURN REPORT 2012-2013

A report of the Chief Fire Officer and Chief Executive and Clerk and Treasurer was submitted which set out the outturn position against the revised revenue budget approved in December 2012; the capital spend over the year against the approved capital programme; savings achieved and carried forward into the Medium Term Financial Plan; and the reasons for significant variations where these existed:-

	<b>Original</b>	<b>Revised</b>	<b>Outturn</b>	<b>Variance</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Revenue Budget	55,222	52,369	52,095	
Further approval April 12	128			
<b>Total Revenue Budget</b>	<b>55,350</b>	<b>52,369</b>	<b>52,095</b>	<b>274</b>
<b>Earmarked Reserves:</b>				
• Budget Carry Forward (from 2011/12)	-	(159)	(159)	-
• Invest to Save	-	-	(63)	(63)
• Revenue Grants	-	-	15	15
<b>Contribution to General Reserves</b>	<b>1737</b>	<b>4877</b>	<b>5199</b>	<b>322</b>
<b>Total Funding</b>	<b>57,087</b>	<b>57,087</b>	<b>57,087</b>	<b>-</b>

RESOLVED – That Members noted and approved the report.

11 WEBCASTING

A report of the Clerk and Treasurer was submitted which enabled Members to review webcasting over the past year.

RESOLVED – That Members agreed to renew webcasting for a further year.

12 LEAD MEMBERS: ANNUAL REVIEW AND FORWARD LOOK

A report of the Clerk and Treasurer was submitted which examined the existing Lead Member roles and made recommendations for these to continue.

RESOLVED – That Members agreed to:-

- a) Continue with the existing Lead Member roles as detailed in paragraph 2 to the report.
- b) Appoint Lead Members to the following vacancies:-

Strategic Partnerships (Doncaster)	Councillor S Phillips
Workforce and Organisational Development Board	Councillor T Fox, as Chair
Environmental Issues	Councillor I Hussain
Lifewise Governance Board	Councillor J Satur

13 CONTROL COLLABORATION PROJECT (CCP) UPDATE

A report of the Chief Fire Officer and Chief Executive and Clerk and Treasurer was submitted which provided the Authority with the quarterly update on progress of the joint Control Collaboration Project being undertaken in conjunction with West Yorkshire Fire and Rescue (WYFR).

Councillor Fox referred to the joint Ways of Working Group (WoW), and requested an update be given at the next Workforce and Organisational Development Board (WOD Board) meeting.

RESOLVED – That Members:-

- i) Noted the progress of the project to date.
- ii) Agreed a verbal update on the joint WoW Group be given at the next WOD Board meeting, and a report to be taken to the following WOD Board meeting.
- iii) M Shaw would forward an invitation to a demonstration of how the system works at WYFR to L Noble to circulate to Members.

14 WATER RESCUE STRATEGY

A report of the Chief Fire Officer and Chief Executive was submitted which updated Members on the Water Rescue Strategy.

RESOLVED – That Members:-

- i) Noted the change to the Water Rescue Strategy.
- ii) Agreed the matter be taken to the WOD Board, for a more in-depth discussion.

15 ANNUAL CORPORATE PERFORMANCE REPORT 2012-13

A report of the Chief Fire Officer and Chief Executive was submitted which provided the Annual Corporate Performance Report for 2012/13.

Councillor Bosmans gave thanks to the Chair of the Authority and officers concerned, for the clarity of information within the report, and he also thanked the Scrutiny Board for analysis of the information.

Councillor Richards requested the Avon and South Wales report be brought to the Authority for information, in relation to the duties expected of a firefighter.

RESOLVED – That the report be noted.

16 FRA BUSINESS PLAN - PERFORMANCE MEASURES: DECEMBER 2012 - JUNE 2013

A report of the Clerk and Treasurer was submitted which provided a second update to Members on the progress against the agreed FRA Business Plan Performance Measures for December 2012 to June 2013.

RESOLVED – That Members noted the six-monthly update.

17 ANNUAL REVIEW OF RISK MANAGEMENT 2012/13

A report of the Chief Fire Officer and Chief Executive and Clerk and Treasurer was submitted which detailed the Governance arrangements around Corporate Risk Management and risk management developments during the year.

RESOLVED – That Members noted the contents of the report.

18 STAKEHOLDER ENGAGEMENT ANNUAL REPORT 2012-13

A report of the Principal Policy and External Relations Officer and Head of Corporate Communications and Administration was submitted, which presented a review of stakeholder engagement activities undertaken in 2012/13.

RESOLVED – That Members noted the report.

19 ANNUAL SCRUTINY REVIEW AND UPDATE

A report of the Clerk and Treasurer was submitted which provided Members with a summary of key scrutiny activity undertaken in the past year (June 2012 to June 2013).

RESOLVED – That Members:-

- i) Noted the scrutiny activity from June 2012 to present.
- ii) Agreed to continue to support themed scrutiny reviews, as appropriate, around the Change Management Programme.
- iii) Agreed to support the scrutiny of the People Strategy and its associated work streams via WOD Board.
- iv) Agreed to support the continuation of scrutiny and challenge across the full range of Fire Authority meetings.
- v) Approved the revisions to the Terms of Reference for Scrutiny Board at Appendix A to the report.
- vi) Approved the revisions to the Scrutiny Protocol at Appendix B to the report.

20 MEMBER LEARNING AND DEVELOPMENT - REVIEW AND THE YEAR AHEAD

A report of the Clerk and Treasurer was submitted which provided Members with a review of learning and development undertaken in 2012/13; a forward look to learning and development in 2013/14, and wider regional and sub-regional developments.

RESOLVED – That Members:-

- i) Noted the skills, learning and development acquired in 2012/13.
- ii) Agreed to a process of Development Discussions in July 2013 for all new and existing Members, which would inform an appropriate and targeted Learning and Development Schedule for 2013/14.
- iii) Noted the regional and sub-regional developments.
- iv) Noted the completion of the recommendations (actions) arising from the Regional Member Development Charter undertaken in 2012.

21 'MANAGING IN A POLITICAL ENVIRONMENT'

A report of the Clerk and Treasurer was submitted which provided an overview of a new learning and development module, to be delivered by an external provider for SYFR's middle managers (operational and corporate); and sought Member volunteers to participate in the Workshop.

RESOLVED – That Members:-

- i) Noted the introduction of a new Service middle manager learning module 'Managing in a Political Environment' to be delivered at least annually.

- ii) Councillors Richards and Ross volunteered to take part in the Q&A session at the end of the Workshops to consolidate learning.

22 KEY ISSUES FROM THE WORKFORCE AND ORGANISATIONAL DEVELOPMENT BOARD HELD ON 21 MARCH 2013 AND 16 MAY 2013

A report was submitted which highlighted key issues from the WOD Board held on 21 March 2013 and 16 May 2013.

RESOLVED – That Members:-

- i) Noted the contents of the report.
- ii) Agreed that L Noble would liaise with Councillor Fox, the new Chair of the WOD Board, regarding the meeting schedule.

23 MINUTES OF THE AUDIT COMMITTEE HELD ON 20 MAY 2013

RESOLVED – That the minutes of the Audit Committee held on 20 May 2013 be noted.

CHAIR