

SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

ANNUAL MEETING

30 JUNE 2014

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

 M McCarthy, L Noble, S Barker and M McCoole (South
 Yorkshire Joint Secretariat)

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

 F Foster and G Kirk (BMBC)

1 **TO APPOINT THE CHAIR OF THE AUTHORITY FOR THE ENSUING YEAR**

RESOLVED – That Councillor Andrews be appointed as Chair of the Authority for the ensuing year.

2 **TO APPOINT A VICE-CHAIR FOR THE AUTHORITY FOR THE ENSUING YEAR**

RESOLVED – That Councillor Atkin be appointed as Vice-Chair of the Authority for the ensuing year.

3 **CHAIR'S REMARKS**

None.

4 **MEMBERSHIP OF THE FIRE AND RESCUE AUTHORITY**

A report of the Clerk to the Fire and Rescue Authority was submitted which requested the Authority to note the membership of the Authority as notified by the District Councils.

The current membership of the Authority was noted as follows:-

Barnsley	Councillors J Andrews and A Cave
Doncaster	Councillors A Bosmans, S Phillips and C Ransome
Rotherham	Councillors A Atkin and A Buckley
Sheffield	Councillors I Hussain, T Fox, C Ross, S M Richards and J Satur

RESOLVED – That Members noted the membership of the Authority as notified by the District Councils.

5 AUTHORITY MEETING ARRANGEMENTS

A report of the Clerk to the Fire and Rescue Authority was submitted which requested the Authority to determine the appointment of Members to the Committees, Boards and Policy Development Group and also the appointment of Chairs and Vice-Chairs of the Committees (other than the Appeals and Standards Committee).

RESOLVED – That the Authority:-

i) Approved the meeting structure as set out below:-

Committee/ Working Party	Terms Of Reference	Members
Audit Committee	The agreed terms of reference were set out at Appendix A to the report. Please note that all members of the Authority (except the Chair and Vice-Chair) are members of the Audit Committee.	A Bosmans (Chair), C Ross, T Fox, A Buckley, J Satur, I Hussain, S Richards, S Phillips and C Ransome 3 Independent Members:- Mrs C Marshall Mrs A Bingham Mr C Wane
Appointments Committee	The agreed terms of reference were set out at Appendix B to the report. Please note that members do not usually serve on both the Appointments and the Appeals Committee.	J Andrews, A Atkin, A Bosmans, J Satur, I Hussain and C Ransome
Appeals and Standards Committee	The agreed terms of reference were set out at Appendix C to the report.	C Ross, A Cave, A Buckley, T Fox, S Richards and S Phillips
Principal Officers Review Committee A	The agreed terms of reference were set out at Appendix D to the report.	C Ransome A Atkin (sub) S Richards S Phillips (sub) A Bosmans T Fox (sub)
Principal Officers	The agreed terms of reference were set out at Appendix D to the report.	A Atkin C Ross (sub)

Review Committee B		I Hussain A Buckley (sub) A Cave A Bosmans (sub)
Principal Officers Review Committee C	The agreed terms of reference were set out at Appendix D	C Ross A Atkin (sub) T Fox J Andrews (sub) J Satur A Bosmans (sub)
Workforce and Organisational Development Board	The agreed terms of reference were set out at Appendix E to the report.	T Fox (Chair) J Andrews, A Atkin, A Bosmans, A Cave and I Hussain
Policy Development Group	The agreed terms of reference were set out at Appendix F to the report.	J Andrews, A Atkin, S Richards, A Bosmans and S Phillips
Scrutiny Board	The suggested revisions to the terms of reference were set out at Appendix G to the report. Please note that currently all members of the Authority (except the Chair and Vice-Chair) are members of the Scrutiny Board. However, the membership of Scrutiny Board should be the six Members not nominated to serve on Workforce and Organisational Development Board above. It should still exclude the Chair and Vice-Chair.	A Buckley (Chair), C Ross, J Satur, S Richards, S Phillips and C Ransome
Collaboration and Shared Services 'Task and Finish' Group	This is a sub-group of the Scrutiny Board and is made up of a Member from each District Council. The Key Areas of Focus were set out at Appendix I to the report.	A Cave, A Buckley, A Bosmans and S Richards
Stakeholder Engagement Board	The agreed terms of reference were set out at Appendix H to the report.	All FRA Members J Satur (Chair)

- ii) Approved the terms of reference of the Committees as set out in Appendices A to H of the report.

6 GOVERNANCE ARRANGEMENTS AND FUTURE MEETING DATES

A report of the Clerk to the Fire and Rescue Authority was submitted which set out a schedule of meetings for 2014-15 based on 8 Authority meetings over the municipal year.

Members considered the following proposed six weekly cycle of meetings, taking account of the requirement to hold an Annual Meeting in late June to accommodate local authority annual meetings and appointments to outside bodies:-

	Jun 14	July 14	Aug14	Sept14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	April 15	May 15	June 15
Full Authority		28th		8th	20th	24th		5th	16th		13th		29th
		July 15	Aug 15	Sept 15	Oct 15	Nov 15							
Full Authority		27th		7th	19th	30th							

RESOLVED – That Members:-

- i) Agreed to reduce the frequency of Fire and Rescue Authority and Policy Development Group meetings to 8 per annum, to be reviewed in one year's time.
- ii) Agreed that a separate report addressing a revised cycle of Audit Committee meetings be submitted to the Audit Committee on 28 July 2014.

7 ARRANGEMENTS UNDER SECTION 41 OF THE LOCAL GOVERNMENT ACT 1985

A report of the Clerk to the Fire and Rescue Authority was submitted which requested the Authority to consider the appointments of District Council representatives under Section 41 of the Local Government Act 1985.

RESOLVED – That the Authority agreed to appoint the following Members to answer questions at meetings of the constituent councils on the discharge of the functions of this Authority:-

Authority	Member	Substitute
Barnsley	Councillor J Andrews	Councillor A Cave
Doncaster	Councillor S Phillips	Councillor A Bosmans
Rotherham	Councillor A Atkin	Councillor A Buckley
Sheffield	Councillor S Richards	Councillor I Hussain

8 OUTSIDE BODIES

A report of the Clerk to the Fire and Rescue Authority was submitted in order that the Authority could consider whether it wished to re-affiliate to the various outside bodies listed in the report and to consider representation of the Authority on outside bodies.

RESOLVED – That the Authority agreed:-

- i) To re-affiliate to the various outside bodies listed in the report.
- ii) To appoint representatives to serve on the outside bodies as set out below for 2014/15, and that in accordance with Standing Order 24, the appointments continue until the next annual meeting of the Authority, or membership ceases:-

Outside Body	Member Representation
LGA General Assembly	Section 41 Members
LGA Fire Commission	Chair/Vice-Chair or their nominee
LGA Urban Commission	Chair & Vice-Chair or their nominee
LGA Rural Commission	Chair & Vice-Chair or their nominee
Association of Metropolitan Fire Authorities (AMFRA)	Chair & Vice-Chair
Yorkshire Purchasing Organisation (YPO)	Councillor A Atkin
Local Government Yorkshire & Humber (LGYH)	Councillor Andrews or nominee
Community Safety Partnerships (CSPs)	Section 41 Members
Rotherham Partnership Governance Board	Councillor Atkin (Sub Councillor Buckley)
Joint Secretariat Management Board	Councillor Andrews or nominee

CHAIR