

SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

25 JULY 2016

PRESENT: Councillor A Cave (Chair)
Councillor A Atkin (Vice-Chair)
Councillors: S Ayris, A Buckley, P Haith, S Howard,
B Johnson, C Ransome and G Weatherall

CFO J Courtney, DCFO J Roberts, ACFO M Blunden and
B Sandy (South Yorkshire Fire & Rescue Service)

J Bell, F Foster, M McCarthy, L Noble, R Winter, R Bywater
and M McCoole (Barnsley MBC)

Apologies for absence were received from Councillor N Akther,
Councillor E Hughes, Councillor J Satur, D Cutting, A Frostdick
and I Rooth

1 **APOLOGIES**

Apologies for absence were noted as above.

2 **ANNOUNCEMENTS**

None.

3 **URGENT ITEMS**

None.

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

None.

5 **DECLARATIONS OF INTEREST BY INDIVIDUAL MEMBERS IN RELATION TO
ANY ITEM OF BUSINESS ON THE AGENDA**

None.

6 **REPORTS BY MEMBERS**

Councillor Atkin and several other Members had recently attended a Prince's Trust awards ceremony at Barnsley Town Hall, where Chief Fire Officer Courtney had presented certificates to young individuals who had completed the course; the event had been both emotional and inspiring. Further courses would commence from September 2016 in Rotherham and Barnsley.

Councillors Haith and Ransome had recently attended the launch of Breaking Beats in Doncaster, which had received Stronger Safer Communities Reserve (SSCR) funding. Breaking Beats' clients and staff had been involved in the production of a video in collaboration with Stop Motion, which conveyed the message of 'Get Out, Stay Out, Call 999'; the event had been very emotional.

Councillors Howard and Cave had attended their Induction at Fire Headquarters, Sheffield, where they had also visited Central Fire Station and the Control Room; they had found it to be a fascinating opportunity to observe the Control Room staff working under pressure.

7 RECEIPT OF PETITIONS

None.

8 TO RECEIVE ANY QUESTIONS OR COMMUNICATIONS FROM THE PUBLIC

None.

9 MINUTES OF THE ANNUAL AUTHORITY MEETING HELD ON 27 JUNE 2016

Councillor Ransome requested that the minutes be amended to reflect that she had nominated Councillor Weatherall as Chair of the Authority for the ensuing year, and that Councillor Ayris had seconded the nomination. Councillor Weatherall had refused the nomination.

Councillor Ayris referred to Item 5 entitled 'Review of the Fire and Rescue Authority Governance Structure'. He commented that the Procedural Standing Orders as part of the Review of the FRA's Constitution would be considered at today's Audit Committee meeting. He expressed serious concerns in relation to a number of the changes to the Procedural Standing Orders. He queried why the changes had not been considered by the Task and Finish Group that looked into the governance structure, and how the Procedural Standing Orders would ultimately be signed off following consideration at the Audit and Governance Committee.

L Noble referred to a previous Fire Authority meeting where a discussion had ensued to determine how the Constitution could best be reviewed; it had been considered a laborious task for Members of a Task and Finish Group to work through the whole Constitution. The Monitoring Officer and Deputy Monitoring Officer had looked at the Constitution from a legal perspective, and given the enormity of the task of reviewing the whole Constitution, Members were provided with tracked change documents to consider/approve as part of the Audit and Governance Committee paper. The parts of the Constitution had been reviewed in priority order and the entire review would be complete by the end of September. The Constitution would be submitted to the next appropriate Fire and Rescue Authority meeting for all Members to consider (November 2016).

Councillor Ransome requested that the minutes be amended at Item 6 entitled 'Authority Governance Arrangements' to indicate that the membership of the Audit and Governance Committee was specifically for those Authority Members and Independent Members stated, and not for all Members of the Authority.

M McCarthy commented that the Task and Finish Group had agreed to reduce the number of Authority Members on the Audit and Governance Committee and to maintain the number of Independent Members; to be reviewed after a 1 year period.

RESOLVED – That subject to the above amendments, the minutes of the Annual Authority meeting held on 27 June 2016 be agreed and signed by the Chair as a correct record.

10 MINUTES OF THE ORDINARY MEETING HELD ON 27 JUNE 2016

Councillor Haith queried whether a fitness testing update was available.

DCFO Roberts referred to the ongoing negotiations with the FBU to reach an agreed fitness testing policy. He would report back to the next Authority meeting, and inform Members of any developments in the meanwhile.

Councillor Ayris referred to Item 11 'Recommendations from Audit Committee – Internal Audit Report: Wirral Cladding and Roofing Ltd'. He queried whether any further thoughts had been given to the request made by Councillor Ransome and himself that the matter be referred to South Yorkshire Police.

D Terris commented that the recommendations within the minutes had been carried out and that the advice received had indicated that no further action was deemed necessary in relation to a referral to South Yorkshire Police. Members had received the undertaking from officers that they would ensure good practice in the future and lessons would be learnt from the experience.

Councillor Howard commented that the Audit and Governance Committee had agreed not to refer the matter onto South Yorkshire Police. Members had been satisfied with the audit undertaken and the recommendations brought forward; no plans had been made to revisit the matter further.

Councillor Haith commented that Members had been informed that there had been no evidence of fraud or corruption, and therefore there was no necessity for South Yorkshire Police to be involved.

Councillor Ayris expressed serious concerns, and he queried whether any successful attempts had been made to contact the previous employees. He considered that there were a number of unanswered questions.

Councillor Cave commented that the matter had been addressed at the Audit and Governance Committee, at which the majority of Members had agreed with the recommendations.

Councillor Ransome commented that she found the situation to be totally unacceptable.

D Terris informed Members of the process that had been undertaken. An investigation had been carried out and Members had accepted the recommendations presented. The Audit and Governance Committee would ensure that the Chief Fire Officer and Officers would complete the recommendations made and would monitor these to a satisfactory conclusion.

Councillor Howard referred to Item 27 'Further Development of Future Contingency Arrangements', and the instruction by Members that the Service enter into a 1 year contract. Councillor Howard had requested the figures for senior officers to carry out the role, to enable a comparison of costs for the contract for future years.

J Bell commented that this would be difficult to compare, as it was unknown when the contingency arrangements would be required. She would discuss the matter with Chief Fire Officer Courtney to ascertain how this could be undertaken, and inform Members of the position.

RESOLVED – That the minutes of the Fire Authority Ordinary meeting held on 27 June 2016 be agreed and signed by the Chair as a correct record.

11 PRESENTATION ON BAFTA AWARD WINNING FILM 'OPERATOR'

Members were shown the Bafta award-winning film 'Operator' that had been part-funded by the Fire Brigades Union, who had advised the film makers throughout the production process. The film highlighted the difficulties and challenges the emergency services faced when answering distressing calls, and was available to watch via the Fire Brigades Union Website www.fbu.org.uk/operator.

G Wilkinson urged Members to visit the SYFR Control Room.

RESOLVED – That Members received the presentation.

12 FRA NOMINATION TO THE YORKSHIRE AND HUMBERSIDE EMPLOYERS' ASSOCIATION

A report of the Clerk to the Fire and Rescue Authority was submitted in relation to the Authority's nomination to the Yorkshire and Humberside Employers' Association.

Members recalled that at the Authority's AGM on 27 June, Councillor Atkin had been nominated to sit on the Yorkshire and Humberside Employers' Association. Unfortunately the meeting dates provided an unavoidable clash for Councillor Atkin in relation to Rotherham MBC meetings; therefore a new nomination was sought.

Councillor Ayris queried whether the reports from the Yorkshire and Humberside Employers' Association would come back to the Authority meetings.

J Bell commented that measures would be implemented to ensure that the minutes would be submitted to the Authority meetings.

RESOLVED – That Members:-

- i) Nominated Councillor P Haith to sit on the Yorkshire and Humberside Employers' Association.
- ii) Noted that the minutes of the Yorkshire and Humberside Employers' Association meetings would be submitted to the Authority meetings.

13 SSCR ROUND 1 PROJECT - AMENDMENT TO CONTRACT

A report of the Clerk to the Fire and Rescue Authority was presented to inform Members of an amendment to the University of Sheffield contract within the Stronger Safer Communities Reserve (SSCR) Round 1 Project.

R Bywater commented that the project had developed software to underpin the risk model to enable the Service to identify those households that had a higher risk of fires and emergencies. A number of the academics had moved onto other roles at other universities, but they remained both involved and committed to the project.

The report sought Authority approval to extend the project for up to 4 years and to transfer the remaining funds to Edge Hill University to support the further research, development and testing of the model.

Councillor Haith requested that Members be provided with regular updates.

R Bywater commented that progress reports would be submitted to the Stakeholder Planning Board to update Members on the development of the project.

RESOLVED – That Members approved:-

- i) The amendment to the contract.
- ii) The extension of the project.
- iii) The transfer of remaining funds to Edge Hill University.

14 STRONGER SAFER COMMUNITIES RESERVE (SSCR)

A report of the Clerk to the Fire and Rescue Authority was submitted to update Members on the Stronger Safer Communities Reserve (SSCR).

Members noted that a further £2m had been earmarked from reserves at the Authority's budget setting meeting on 15 February 2016. The total amount available equated to just over £2.6m.

R Bywater referred to a small scale research project that would be commissioned to evaluate the impact, legacy and social return on the investment of the £1.4m that

had been spent or committed to projects in Rounds 1 and 2. AM Helps headed up the SSCR Task and Finish Group, which had agreed that the Fund would be divided into the following categories:-

- Strategic level work with Health partners.
- Technical fire safety.
- Small grants scheme.

Members noted that the business fire safety element had the potential to attract additional funding, and that match funding would be required from the larger housing providers.

Councillor Ransome queried whether there was a time limit for the funding allocations to be spent.

R Bywater commented that a number of the Round 2 Projects were currently half way through, whilst other projects had 12 months left before completion. A piece of work would be undertaken to review the community grants element, which could provide projects with an additional 2 years' time span from start to conclusion; a report would be presented to a future Authority meeting.

Councillor Haith thanked the Link Officers for their assistance provided to the Internal Audit report, and also to the Co-ordinator.

RESOLVED – That Members agreed a revised delivery model for SSCR funds.

15 MAY 2016 PROJECTED OUTTURN REPORT

A report of the Chief Fire Officer, Chief Executive, Clerk, and Treasurer was presented to inform Members of the projected spend for the 2016/17 financial year based on the May 2016 outturn position and any additional information gathered during June 2016.

Members were informed that it was too early in the financial year to be able to project the figure with any certainty, particularly in relation to the industrial relations climate, the continued threat of industrial action nationally and the action short of strike action locally.

The projected outturn position currently suggested a potential overspend of £393,865. A possibility remained that the outturn position would fluctuate during the year as the issues were clarified. The matter would be kept under constant review and reported within future monitoring reports.

F Foster referred Members to the revised capital programme with the request to approve a revised spend of £16.19m during the next 3 financial years.

Councillor Ayris referred to the Procurement Working Group, and he sought clarity on the sustainable issues and the potential increase in costs associated with the Maltby co-location.

B Sandy commented that the Procurement Working Group had been established in 2014 as part of the Support Services Review. The main objective of the review was to reduce non-pay spending. If there were any sums of money at the year-end that had not been expended and it had been determined that the costs incurred were no longer required and would not be spent, then they would be marked as sustainable savings to ensure that the Service was as efficient as possible.

B Sandy referred to the Maltby co-location project with South Yorkshire Police. It was noted that following the recent changes to the legislation, that there was a requirement for a sprinkler system to be installed in the building. It was anticipated that the costs could increase once the detailed plans had been received from South Yorkshire Police. Therefore a suggestion had been made to increase the reserve from £600k to £800k.

Councillor Haith queried whether the LED lighting at various sites had been included in the invest to save idea.

B Sandy commented that the LED lighting had been highlighted as a priority on the revised Capital Programme for the Service for 2017/18, although this was also a priority for 2016/17; work would commence this year if practicable.

Councillor Atkin expressed concerns around the capacity to undertake a lot of the work. One of the key themes championed by Prime Minister Theresa May had indicated that there would be a procurement league table for authorities, including those for FRAs.

B Sandy commented that the Government had requested the Service to highlight its costings in relation to the vehicle fleet, thermal imaging equipment etc. It was noted that the Service's Procurement and Property Sections had currently focused upon issues in relation to Wirral Roofing and Cladding Ltd, but they would re-focus on procurement work from September 2016.

Chief Fire Officer Courtney commented that, prior to Prime Minister Theresa May's views on the procurement within fire and rescue services, that the Service had already signed up to a national initiative led by Kent Fire and Rescue Service, who looked for the potential for more centralised procurement. It was anticipated that the Prime Minister would pave the way for greater efficiency moving forwards.

RESOLVED – That Members:-

- i) Noted the contents of the report.
- ii) Approved the revised capital programme.
- iii) Approved the reallocation of reserves.

16 BUSINESS CONTINUITY AND PROTECTIVE SECURITY ANNUAL REPORT

A report of the Chief Executive and Chief Fire Officer was submitted to provide the current position relating to the Business Continuity (BC) Management and

Protective Security arrangements within South Yorkshire Fire and Rescue, together with a summary of activity and developments within the last 12 months.

Members noted that in November 2015 the Service's BC Manager had been elected as Chair of the Chief Fire Officers Association (CFOA) BC Group. As part of his role, he would assist CFOA to establish their own BC plans and collaborate with the Prevention and Protection CFOA BC leads in order to promote BC in communities.

DCFO Roberts drew Members' attention to the Service's three nominations in the recent BCI European Awards:-

- Resilience and Continuity Newcomer 2016 – C Platts had been one of eight finalists.
- Resilience and Continuity Professional 2016 (Public Sector) – R Parramore MBCI had won the category, and he would attend the BCI World Awards in London in November.
- Public Sector Team of the Year.

Councillor Atkin congratulated everyone involved.

RESOLVED – That Members noted the contents of the report.

17 FRA BUSINESS PLAN - PERFORMANCE MEASURES: JANUARY 2016 - JUNE 2016

A report of the Clerk to the Fire and Rescue Authority was presented to provide Members with the eighth update on the progress against the agreed FRA Business Plan Performance Measures for January 2016 to June 2016, and to invite comments on the content and reporting format.

Members noted that the plan had been amended to reflect the new Chair of the Authority, Councillor A Cave, and a number of additions had been made within the performance measures, together with supporting case studies.

RESOLVED – That Members noted the six-monthly update.

18 LOCAL PENSION BOARD - ANNUAL REPORT

A report of the Clerk to the Fire and Rescue Authority was submitted to present the first Local Pension Board Annual report.

The Local Pension Board had been established on 1 April 2015 by the Authority, as Scheme Manager. The National Scheme Advisory Board had since been established, and its' Chair Malcolm Eastwood had met with members at a learning and development event in South Yorkshire on 28 June. The next meeting of the Board was scheduled for autumn 2016 (to be arranged).

L Noble commented that A Bosmans, Chair of the Board, had wished to convey his thanks to the Board's Advisors S Howe, C Davies (SYFR) and H Scargill (West Yorkshire Pension Fund).

RESOLVED – That Members noted the first Annual report of the Local Pension Board.

19 KEY ISSUES FROM THE SCRUTINY BOARD HELD ON 23 JUNE 2016

Members were presented with a key issues paper arising from the Scrutiny Board meeting held on 23 June 2016.

Members of the Board and the Service had previously agreed that a key issues paper would be submitted to the Authority after each Board meeting in place of the minutes. The next Board meeting would be held on 15 September 2016.

RESOLVED – That Members noted the paper.

20 COMPLAINTS AND COMPLIMENTS ANNUAL REPORT

A report of the Chief Fire Officer/Chief Executive was submitted to provide Members with a review of all complaints received by South Yorkshire Fire and Rescue during the period April 2015 to March 2016 (inclusive).

Members noted that, during the period, a total of 13 complaints had been received, 3 of which had been upheld, 9 had not been upheld and 1 had been partially upheld. The average response time for the period had been 27 working days, in comparison to 13 working days during the same period in the previous year. This had been attributable to the downsizing of the organisation and increased workloads. Over the same period a total of 139 compliments had been received.

A minor review was scheduled to take place during the year, and a full review of the Complaints Policy would be undertaken in February 2018.

RESOLVED – That Members noted the report.

CHAIR