

# SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

## ORDINARY MEETING

29 JUNE 2015

PRESENT: Councillor J Andrews (Chair)  
Councillor A Atkin (Vice-Chair)  
Councillors: A Buckley, A Cave, G Furniss, P Haith,  
C Ransome, C Ross, S M Richards and J Satur

D Cutting, M McCarthy, L Noble and M McCoole (South  
Yorkshire Joint Authorities)

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

F Foster and D Hanson (BMBC)

Apologies for absence were received from Councillor  
E Hughes, Councillor R Munn, R Bywater, ACO M Blunden,  
A Frostdick, J Bell, I Rooth and G Kirk

### 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

RESOLVED – That agenda item 22 entitled ‘Occupational Health Provision’ be considered in the absence of the public and press.

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

Councillor Cave declared a non-pecuniary interest, stating that her husband was the Education Director for the Fire Brigades’ Union (FBU).

### 6 REPORTS BY MEMBERS

Councillor Atkin referred to a recent meeting of the Fire Commission on 26 June 2015 in London; Neil O’Connor, Director of Fire and Resilience, had attended in place of the new Fire Minister Mark Francois, who hoped to attend a future

meeting. Neil O'Connor had made reference to fire services coming under the Police and Crime Commissioners, and he had reiterated the Conservative Manifesto which stated that they would enable police and fire services to work more closely together and to develop the role of police commissioners; a unanimous consensus across all parties had indicated that people were not happy with this suggestion. It was noted that there would be no top down mergers of fire authorities. The Fire Commission appreciated the amount of collaboration being undertaken and a survey would be circulated for each fire authority to provide individual information. Members noted that there had been no indication for the release of the Thomas Report, an independent review into firefighter terms and conditions.

Councillor Richards referred to recent visits at Aston Park and Lowedges Fire Stations. One of the stations had shown a positive response to CPC, in comparison to the other. She had also visited Tankersley Fire Station, where she had found a talk about the equipment and work undertaken to be interesting. Councillor Richards gave thanks to Elm Lane Fire Station for attending the Firth Park Summer Festival on 28 June, where they had given a chip pan fire demonstration.

7 RECEIPT OF PETITIONS

None.

8 TO RECEIVE ANY QUESTIONS OR COMMUNICATIONS FROM THE PUBLIC

None.

9 MINUTES OF THE AUTHORITY MEETING HELD ON 16 FEBRUARY 2015

RESOLVED – That the minutes of the Authority meeting held on 16 February 2015 be agreed and signed by the Chair as a correct record.

10 LEAD MEMBERS: ANNUAL REVIEW AND FORWARD LOOK

A report of the Clerk to the Fire and Rescue Authority was submitted to examine the existing Lead Member roles and to make recommendations for those to continue.

L Noble corrected an error on the report; Councillor Richards was the Sheffield Section 41 Member, and Councillor J Satur was the Chair of the Stakeholder Engagement Board.

Lead Member roles had commenced in September 2007, and had worked extremely well in supporting the Authority in key areas of work.

RESOLVED – That the Authority:-

- i) Considered the existing Lead Member roles as detailed at paragraph 2 of the report.

- ii) Nominated Councillor Cave to serve as Lead Member for Equality and Inclusion.
- iii) Noted the revised Lead Member role profile at Appendix A to the report.

## 11 WEBCASTING

A report of the Deputy Clerk was submitted to seek Members approval for renewing the contract to webcast meetings of the Authority and to inform Members regarding some planned changes to how the contract was managed.

The current webcasting contract was shared with the Authority, Pensions Authority, Transport Committee of the Sheffield City Region Combined Authority, and the Office of the Police and Crime Commissioner (OPCC). Further clarity was sought from the OPCC and the Sheffield City Region Combined Authority, to establish whether they wished to continue with the webcasting contract.

M McCarthy commented that he would like to investigate other potential clients who could contribute towards the cost of the overall contract.

Following the integration of the Joint Secretariat's functions with Barnsley MBC, there was an opportunity to include the facilities at Regent Street with those at Barnsley Town Hall in one single contract. The renewal dates for the separate contracts were aligned via the short term extension, which provided a basis for exploring further financial and joint contracting options. There had been a total of 8,691 live and archived viewings of Authority meetings over the last 12 months.

RESOLVED – That Members:-

- i) Approved a short term extension to the webcasting contract to align with Barnsley MBC's webcasting contract renewal date (7 August 2015), (at a cost of c£540), to enable consideration of joint contracting and cost saving options.
- ii) Agreed that a further report would be presented to the Authority Meeting on 21 September 2015, to give consideration to extend the contract for a further year, beyond 7 August 2015.
- iii) Noted the commencement of a study to consider the longer term aspirations for webcasting and online communications for the webcasting partners and South Yorkshire districts.

## 12 CLOSE PROXIMITY CREWING (CPC) 6 MONTHLY REVIEW

A report of the Chief Fire Officer and Chief Executive was submitted which provided a 6 monthly update to Members on the progress of the Close Proximity Crewing (CPC) shift system. The Service had commenced with CPC on 21 October 2014 at Aston Park and Lowedges Fire Stations, which had resulted in subsequent financial saving as a result of a reduction in staffing from 28 whole time posts to 14 whole time posts; the transfer to CPC was on a voluntary basis.

Councillor Richards raised the following points:-

- i) The reason why there had been an increase in overall fire calls?
- ii) The firefighters at Tankersley Fire Station were uncertain when it would become a CPC station.
- iii) In relation to the online questionnaire for Aston Park CPC staff, she queried whether there should also be a questionnaire for the staff at Lowedges Fire Station, and also at all of the other fire stations?
- iv) She requested that the Scrutiny Board continued to receive updates on CPC prior to being presented to the Authority.
- v) Whether the day crewing trial, which was being undertaken in Barnsley, would be extended elsewhere; whether a progress report would be presented to the Authority, and whether this was more likely to suit single parent firefighters, or those firefighters who had a greater responsibility and required more certainty around shift patterns?

DCFO Roberts commented that whilst there had been some fluctuation in the number of fire calls, generally the numbers had not increased. Members noted that CPC was due to go live at Tankersley Fire Station on 17 November 2015; both Aston Park and Lowedges Fire Stations had been part of the online questionnaire. DCFO Roberts added that it was at the prerogative of Members to determine how long CPC was scrutinised; the trial for day crewing had commenced on the second pump at Barnsley Fire Station on 18 May 2015. As part of the Integrated Risk Management Plan (IRMP) for 2013-17, the Authority had approved up to 5 CPC stations; at all of the two pump stations, the second pump at those stations would move onto day crewing, to be managed on the age and retirement profiles of the organisation; a report would be presented to a future Authority meeting in relation to day crewing. In relation to night time arrangements, as part of the IRMP, this would be day staffed effectively following the same day duty times as a normal 2-2-4 station. There would be night time resilience for the provision of the second pump. There was a collective agreement with the FBU in relation to running the trial at Barnsley Fire Station; unfortunately the policy put in place was that it be accepted at the Brigade Committee, but due to the FBU having introduced new rules in relation to the new duty systems, this had been taken to a regional committee who had stated that the FBU accepted day crewing. The FBU then had to go back out to firefighters in relation to night time resilience arrangements. There had been enough interest from firefighters to run the night time resilience arrangements, which the Service was now in the process of commencing.

Councillor Buckley said that CPC was still in its infancy, with two stations having joined the system. He reassured Members, in his capacity of Chair of the Scrutiny Board, that the review would continue to be a standing item on the Board until Members felt this had run its course and it was complete. He hoped that a number of questions would be answered within the review.

Councillor Satur requested that the results of the CPC questionnaires be collated and presented to the Scrutiny Board.

Councillor Ross requested an explanation of the contrast between Low Edges and Aston Park.

DCFO Roberts commented that there had been a significant delay in going live with CPC due to staffing numbers, which had led to the Barnsley 2 and Rotherham 2

pumps being taken off of the run. As a result of the Rotherham 2 pump having been off of the run for a period of time, Aston Park had been used as part of a pre-determined attendance at incidents.

RESOLVED – That Members:-

- i) Noted the contents of the report.
- ii) Agreed that the Scrutiny Board continue to receive updates on CPC.
- iii) Noted that the results of the CPC questionnaire be collated and submitted to Scrutiny Board.

13 OUTTURN REPORT 2014/15

A report of the Chief Fire Officer and Chief Executive & Clerk and Treasurer was submitted to inform Members of the final outturn position for the 2014/15 financial year, and it also sought to explain the key revenue variances that occurred during the whole of the financial year together with a more detailed analysis of the variances in the final quarter of the year.

Members noted a predicted underspend position of £2.915m, which as explained in the last monitoring report presented to the February 2015 Authority Meeting, had reduced to £2.896m, a small reduction of £19,000.

RESOLVED – That Members noted and approved the report.

14 STRATEGIC AND OPERATIONAL PLANS - UPDATE REPORT

A report of the Deputy Chief Fire Officer was presented to update Members on the progress of the Authority's 2013-17 Strategic and Operational Plans.

Members noted that the new Strategic and Operational Plans for 2013-17 had been adopted by the Authority in November 2013; there were no significant changes to the IRMP. Fire and Rescue Authorities were required to have arrangements in place to keep their IRMP under review, and to ensure it covered a minimum 3 year period.

Since the last progress report to the Authority in June 2014, many of the Authority's decisions had been successfully implemented, which were essential to reducing the Service's operating budget, and to adapt to future challenges:-

- Close Proximity Crewing had been introduced at Lowedges and Aston Park Fire Stations in October 2014, and this was working successfully.
- Day crewing had been introduced in May 2015 at Barnsley Fire Station.
- The Transformation Funding bid for £560,000 had been successful, to relocate staff at Maltby to share facilities on the existing Police Station site.
- The Service supported Yorkshire Ambulance Service (YAS), in gaining entry into properties for medical emergency purposes, which added to the public value provided by the Authority.
- The Support Services Review had been agreed, with a significant portion having been implemented, and would save approximately £600,000 per year in support staff costs.

- The establishment of an ongoing review of procurement, which had saved over £250,000 in 2014/15 from support service non-pay budgets.
- The two new fire stations at Sheffield Parkway and Birley Moor, which had been a legacy from the previous IRMP, were expected to be completed on 30 June, the equipment would be transferred to the stations between 30 June to 14 July, and it was intended that the stations would be operational from 17 July 2015.

RESOLVED – That Members noted the report and the significant progress made in implementing the IRMP during the past year.

15 ANNUAL CORPORATE PERFORMANCE REPORT FOR 2014/15

A report of the Chief Fire Officer & Chief Executive/Clerk to the Fire and Rescue Authority was submitted to provide Members with the Annual Corporate Performance Report for 2014/15, and set out the final 2014/15 outturn positions for South Yorkshire Fire and Rescue's suite of Local Performance Indicators.

DCFO Roberts commented that the report had been presented to the Scrutiny Board on 18 June 2015; the Board took a more themed approach to scrutiny, looking holistically at an area of service or a function. The following exception reports had been included for the performance indicators:-

LPI 1.2 – Accidental Dwelling Fires

LPI 1.4 – Fire Deaths and Injuries

LPI 1.3 – Fires in Non-Domestic Premises

LPI 1.7 – Arson Incidents

LPI 1.6 – Special Service Incidents attended involving people (Excluding RTCs)

Councillor Buckley commented that the Scrutiny Board, following scrutinization, had been more than satisfied with the report.

RESOLVED – That Members:-

- i) Noted the contents of the report.
- ii) Scrutinised and commented on the information presented in the report.

16 FRA BUSINESS PLAN - PERFORMANCE MEASURES: JANUARY 2015 - JUNE 2015

A report of the Clerk to the Fire and Rescue Authority was submitted to provide Members with the fifth update on the progress against the agreed FRA Business Plan Performance Measures for January 2015 – June 2015, and to invite comments on the content and reporting format.

Members noted that at the 25 June 2012 Authority Meeting, the FRA Business Plan and performance measures had been approved, with the resolution to receive updates twice yearly on those performance measures; the first update had been reported to the Authority on 17 December 2012. It was noted that many of the

performance measures were qualitative, rather than quantitative, and could be open to a degree of subjectivity.

RESOLVED – That Members noted the six-monthly update.

17 ANNUAL REVIEW OF RISK MANAGEMENT 2014/15

A report of the Chief Fire Officer & Chief Executive/Clerk to the Fire and Rescue Authority was submitted which set out the Fire Authority and Service's arrangements for managing risk in accordance with the Authority's Corporate Risk Management Policy, which stated 'An annual report would be made to the full Fire Authority detailing progress made in addressing all Corporate Risks for the past year', together with details of the Governance arrangements around Corporate Risk Management and risk management developments during the year.

RESOLVED – That Members:-

- i) Noted the contents of the report.
- ii) Considered the appropriateness of the arrangements.

18 ANNUAL SCRUTINY REVIEW AND UPDATE

A report of the Clerk to the Fire and Rescue Authority was submitted to provide Members with a summary of key scrutiny activity undertaken in the past year (June 2014 – June 2015). The Scrutiny Board had been established in 2008 and had a specific remit and protocol which was reviewed annually, or as and when deemed necessary.

RESOLVED – That Members:-

- i) Noted the scrutiny activity from June 2014 to the present.
- ii) Continued to support themed scrutiny reviews, as appropriate, around the Change Management Programme.
- iii) Agreed to support the referral process for any topic or area from other Authority Committees or Boards to the Scrutiny Board as appropriate.
- iv) Continued to support scrutiny and challenge across the full range of Fire Authority meetings.

19 MEMBER LEARNING AND DEVELOPMENT - REVIEW AND THE YEAR AHEAD

A report of the Clerk to the Fire and Rescue Authority was submitted which provided Members with a review of learning and development undertaken in 2014/15, a forward look to learning and development in 2015/16 and wider regional and sub-regional developments.

Members noted that the South Yorkshire Member Development Officer Network met regularly in order to network, jointly develop, procure and deliver sub-regional

learning and development. A saving of almost £300 per authority had been achieved during 2014/15 following the joint commissioning of a 'gold standard' trainer to deliver Questioning and Listening Skills in Rotherham, Sheffield and Barnsley.

The Authority's Charter status would expire during the year, and as agreed by Members in 2014, reassessment would be undertaken during the autumn. The Authority was the only authority with Charter status in Yorkshire and Humberside. It was hoped that the Authority would be assessed at Charter Plus status, and if successful, the Authority would be the first in the UK to achieve this status.

Following today's AGM, L Noble would contact Members, in particular the new Members to the Authority, to arrange development discussions, discuss new Member roles and to provide information on the 2015/16 Learning Development offer.

Councillor Cave was available to support Members in her capacity as Lead Member for Learning and Development.

Councillor Cave gave thanks to L Noble for a comprehensive report, and she thanked Members for their participation in the development work. Members were requested to contact either L Noble or herself, if any gaps in the development work were identified.

L Noble commented that a further Fire Leadership Essentials Programme would be held in October 2015, and a provisional place would be available for the Authority.

RESOLVED – That Members:-

- i) Noted the skills, learning and development acquired in 2014/15.
- ii) Agreed to a process of Development Discussions in July 2015 for all new and existing Members which would inform an appropriate and targeted Learning and Development schedule for 2015/16.
- iii) Noted the regional and sub-regional developments.
- iv) Noted the progress towards achieving Charter or Charter Plus Status in Autumn 2015.

20 KEY ISSUES FROM THE WORKFORCE AND ORGANISATIONAL DEVELOPMENT (WOD) BOARD HELD ON 15 APRIL 2015

Members were provided with a summary of the key issues discussed at the Workforce and Organisational Development Board (WOD) held on 15 April 2015.

RESOLVED – That Members noted the contents of the report.



21 KEY ISSUES FROM THE SCRUTINY BOARD HELD ON 18 JUNE 2015

Members were provided with a summary of the key issues discussed at the Scrutiny Board held on 18 June 2015.

RESOLVED – That Members noted the contents of the report.

22 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED – That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act and the public interest not to disclose information outweighs the public interest in disclosing it.

23 OCCUPATIONAL HEALTH PROVISION

A report of the Chief Fire Officer & Chief Executive and Clerk was submitted which presented options for the future delivery of Occupational Health services within Humberside Fire and Rescue Service and South Yorkshire Fire and Rescue.

RESOLVED – That Members approved the commencement of a 12 week consultation period for the three options set out within the report and appendices.

CHAIR