

## SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

27 JULY 2015

PRESENT: Councillor J Andrews (Chair)  
Councillor A Atkin (Vice-Chair)  
Councillors: A Buckley, P Haith, E Hughes, R Munn and  
S M Richards

R Bywater, M McCarthy, L Noble and A Shirt (South Yorkshire  
Joint Authorities)

J Roberts and S Chu (South Yorkshire Fire & Rescue Service)

A Frosdick, J Bell and F Foster (BMBC)

Apologies for absence were received from Councillor A Cave,  
Councillor G Furniss, Councillor C Ransome, Councillor  
C Ross, Councillor J Satur, CFO J Courtney, ACO M Blunden  
and B Sandy

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 the following agenda items be considered in the absence of the  
Public and Press:

Item 19 – Human Resources Review;

Item 20 – Disposal of Sites to be vacated on the completion of Birley and Parkway  
Fire Stations; and

Item 21 – Safer Stronger Communities Reserve (SSCR) Round 2.

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

Councillor Andrews declared an interest in agenda item 21 'Safer Stronger  
Communities Reserve (SSCR) Round 2', in relation to a bid which had been  
submitted by Groundwork in South Yorkshire, by virtue of him being on the Board of  
Directors for Groundwork Dearne Valley.

6 REPORTS BY MEMBERS.

Councillor Haith reported that she had visited Doncaster Fire Station last week where she had experienced first-hand the new turntable ladders.

Councillor Haith stated that she had concerns regarding the 2<sup>nd</sup> appliance at Doncaster Fire Station not being crewed to full capacity; she understood that the 2<sup>nd</sup> appliance at Doncaster Fire Station was currently not on the run today, due to crewing issues.

DCFO Roberts explained that there were two appliances stationed at Doncaster Fire Station; the first appliance was always available immediately, staffed on a jump crew basis. DCFO Roberts stated that he was not aware of the issues reported at today's meeting regarding the 2<sup>nd</sup> appliance not being on the run today and agreed to investigate accordingly.

Councillors Atkin and Cave had visited Aston Park and Lowedges Fire Stations on 22 July 2015.

On 23 July 2015, Councillors Atkin, Cave and Andrews had visited Dearne Fire Station.

Councillor Munn informed the Authority that he had attended the Middle Managers' Engagement Days on 16<sup>th</sup> and 17<sup>th</sup> June and viewed the Aerial Appliance.

Councillor Munn had attended his induction meeting on 16 June 2015 at Fire Headquarters.

Councillor Munn had also visited Elm Lane Fire Station on 17 June 2015.

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 29 JUNE 2015

RESOLVED – That the minutes of the Annual Authority meeting held on 29 June 2015 be agreed and signed by the Chair as a correct record.

10 MINUTES OF THE ORDINARY AUTHORITY MEETING HELD ON 29 JUNE 2015

RESOLVED – That the minutes of the Ordinary Authority meeting held on 29 June 2015 be agreed and signed by the Chair as a correct record.

11 PUBLIC AFFAIRS STRATEGY

A report of the Chief Fire Officer and Chief Executive was presented which set out the Service's Public Affairs Strategy. The Strategy had been developed to direct and support the development of an ongoing relationship between the Service and the political establishment, individual elected Members and the wider political environment in which the Service operates.

Councillor Richards asked if the Strategy was intended to be a joint Fire Authority and Service Public Affairs Strategy.

S Chu confirmed that the Strategy would be delivered by the Service in conjunction with the Authority and other partners.

RESOLVED – That Members:-

- i) Noted the report; and
- ii) Thanked officers for producing a comprehensive Public Affairs Strategy.

## 12 COMPLAINTS AND COMPLIMENTS ANNUAL REPORT

A report of the Chief Fire Officer and Chief Executive was submitted to provide Members with a review of all complaints received during the period April 2014 to March 2015 inclusive.

During the period, the Service had received fourteen complaints, of which one was upheld, ten were not upheld, two were withdrawn, and one complaint was transferred for investigation under Human Resources procedures.

A total number of 131 compliments were received by the Service over the same period.

No complaints had been received about the Authority or officers of the Authority during the period.

Members were also provided with information, for comparison purposes, detailing 3 years' data measuring against the same period of financial years 2012/13 and 2013/14.

Councillor Haith asked if future reports could show a breakdown of the compliments received by each District.

S Chu informed Members that a wider review regarding how the Service reported compliments, particularly with the rise in compliments via social media, to the Authority would be undertaken over the coming months.

Councillor Richards asked if a selection of the compliments received could be included in future reports. S Chu agreed to this request.

RESOLVED – That Members:-

- i) Note the report; and

- ii) Authorise a review of how best to report compliments in the social media age.

13 HOPE TRAUMA SUPPORT GROUP

A report of the Chief Fire Officer and Chief Executive was submitted informing Members that 'HOPE', the South Yorkshire Fire and Rescue and RTC Trauma Support Group, has been an unincorporated part of the Service since May 2007.

The voluntary group had provided invaluable support to members of the South Yorkshire community affected by the loss of life, through fire, Road Traffic Collision (RTC) or rescue incident through its trauma group meetings and support.

The Executive Committee of HOPE had now recognised the potential for the group's expansion into a charity to further expand its work for the people of South Yorkshire.

The aim was for HOPE to be innovative and to help support the Service, particularly in light of the Support Services Review and further cuts to the organisation.

The report also recommended the appointment of a new Executive or 'Trust' Board for HOPE comprising of five Charity Trustees. Two of which are for Ex- Officio trustees, namely the Chair of the Authority and the Deputy Chief Fire Officer and a further two members from the HOPE Executive Board, along with a Member of the Authority.

RESOLVED – That Members:-

- i) Support the progress of HOPE, the South Yorkshire Fire and Rescue and RTC Trauma Support Group, in to a charity.
- ii) Agrees the proposal to move HOPE to becoming a Foundation Charitable Incorporated Organisation (CIO) as the first steps towards charitable status, as detailed in the report.
- iii) Supports the move for the Prevention and Protection Directorate to financially support the group with an annual £5,000 budget.
- iv) Approves the new constitution for HOPE which will enable the Service to increase community involvement in South Yorkshire through education, to raise the awareness of home and road safety, risk and how to stay safe.
- v) Nominate Councillor Hughes to the post of charity trustee, and member of the new HOPE board.

14 THE FIREFIGHTERS' PENSION SCHEME 2015: CREATION AND OPERATION OF LOCAL PENSION BOARDS - AMENDMENTS TO LOCAL PENSION BOARD CONSTITUTION AND TERMS OF REFERENCE

A report of the Deputy Clerk was presented which reminded Members that, further to a report submitted to the Authority on 16 February 2015, the final Guidance had

now been received from the Department for Communities and Local Government (CLG) in respect of the governance arrangements for Local Pension Boards.

Following the receipt of the Guidance, this had necessitated some amendments to the Constitution and Terms of Reference of the South Yorkshire Fire and Rescue Authority's Local Pension Board.

Members noted that the amendments were considered at the inaugural meeting of the Local Pension Board held on 13 July 2015, which concluded that they were content with recommending the changes to the FRA for approval.

The Board had also received a request from the Fire Brigades' Union (FBU) for an additional employee representative to reflect the number of members they represent. The Guidance from CLG required an equal number of employee and employer representatives. The Board, therefore, agreed to two additional places (one employer and one employee representative), and this was also referred to the FRA for their approval.

RESOLVED – That Members:-

- i) Considered and approved the revisions to the Local Pension Board Constitution and Terms of Reference set out at Appendix A to the report now considered; and
- ii) Agreed to the appointment of two additional members of the Board (one employer representative and one employee representative).

15 MINUTES OF THE FIRE LOCAL PENSION BOARD HELD ON 13 JULY 2015

Members were presented with the draft minutes from the inaugural meeting of the Fire Local Pension Board held on 13 July 2015.

RESOLVED – That the draft minutes from the inaugural meeting of the Fire Local Pension Board held on 13 July 2015 be noted.

16 MAY 2015 PROJECTED OUTTURN REPORT

A joint report of the Chief Fire Officer and Chief Executive and Treasurer was submitted to inform Members of the projected spend for the 2015/16 financial year based on the May 2015 outturn position.

Members were informed that it was very early in year to be able to report a figure with any certainty, particularly during the challenging times that the Authority is currently facing.

The projected position currently suggested an under-spend of £386,000, however, there remained a possibility that the outturn position may fluctuate during the year as issues are clarified. This would be kept under constant review and reported in future monitoring reports.

Areas of key variances were noted and explanations provided.

Councillor Richards referred to the Support Staff budget asking if the staff who were currently unplaced as a result of the Support Services Review had been unsuitable for posts advertised which had necessitated external recruitment.

DCFO Roberts explained that as part of the Support Services Review, the Service had only recruited externally, when the skills set of existing employees 'at risk' had not been suitable for the posts advertised.

In relation to the capital programme, Members asked for clarification as to why the costs had reduced significantly in respect of appliance bay doors at Rivelin Fire Station. DCFO Roberts agreed to investigate and report back to Members.

RESOLVED – That Members noted the contents of the report.

17 **BUSINESS CONTINUITY MANAGEMENT (BCM) REPORT**

A report of the Chief Fire Officer and Chief Executive was submitted which provided Members with the current position relating to the Business Continuity (BC) Management arrangements within South Yorkshire Fire and Rescue and a summary of BC activity and developments within the last 12 months.

Members noted that the Service's BC Manager had presented at the BCI World Conference in November 2014, and had been asked to present again in 2015.

Members asked that their thanks be passed onto R Parramore (the Service's BC Manager) for his excellent work.

Members also thanked Councillor Ross in his capacity as the Lead Member for Business Continuity.

RESOLVED – That Members:-

- i) Noted the report;
- ii) Requested that R Parramore be thanked for his excellent work; and
- iii) Thanked Councillor Ross in his capacity as the Lead Member for Business Continuity.

18 **EXCLUSION OF THE PUBLIC AND PRESS**

RESOLVED – That, under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1 and 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.

19 HUMAN RESOURCES REVIEW

A joint report of the Chief Fire Officer and Chief Executive and Clerk was submitted requesting Members to consider a report presenting options of a joint review for the future delivery of Human Resources (HR) services (incorporating Organisational Development) within both Humberside Fire and Rescue Service (HFRS) and South Yorkshire Fire and Rescue (SYFR).

RESOLVED – That Members approve the commencement of a 12 week consultation period to determine whether the Service:-

- 1) Should maintain a solely in-house HR function.
- 2) Should progress the development of a joint HR function with HFRS.
- 3) Should consider an outsourced solution for HR.

20 DISPOSAL OF SITES TO BE VACATED ON THE COMPLETION OF BIRLEY AND PARKWAY FIRE STATIONS

A report of the Chief Fire Officer and Chief Executive was presented to advise Members of the proposed methodology and reporting process prior to confirming any sales regarding the disposal of the stations to be replaced (Darnall, Mansfield Road and Mosborough).

RESOLVED – That Members:-

- i) Declare Mansfield Road and Mosborough surplus once Parkway and Birley are complete and handed over to South Yorkshire Fire and Rescue;
- ii) Authorise the Head of Asset Management to progress marketing and negotiations where applicable, then submit a further report to the Authority outlining the proposed terms for sales; and
- iii) Confirms that the Chair of the Fire Authority's delegated decision in respect of Darnall to accept the highest offer and instruct solicitors to proceed with the conveyance and disposal and to approve the disposal of the substation site at Mosborough on the terms outlined in the report.

21 SAFER STRONGER COMMUNITIES RESERVE (SSCR) ROUND 2

A report of the Clerk to the Fire and Rescue Authority was presented which provided an update to Members on the submissions to the Stronger Safer Communities Reserve Fund Round 2. Additionally, the report also updated Members on the assessment process and the projects that the Assessment Board had recommended to receive Round 2 funding.

Members felt that given the unique nature of the Fund, and the Government's drive for collaboration, the Fund should be publicised further; nationally, regionally and locally.

Members thanked Officers from the Authority and Service for all their hard work in carrying out a first filter of the bids received.

RESOLVED – That Members:-

- i) Approve the list of recommended projects;
- ii) Agree to release of funds to projects, subject to completion of the service level agreements;
- iii) Approve the monitoring and governance arrangements; and
- iv) Agree to receive a further report to the September Authority meeting to consider approval for projects that are submitting revised bids, based on feedback from the Assessment Board.

CHAIR