



DORSET
Fire & Rescue
Service



WILTSHIRE
Fire & Rescue
Service

Working together to make our communities safer

**Minutes of the
Shadow Policy and Resources Committee
held at 1000 hours on 23 March 2016 at the Dorset & Wiltshire Fire and Rescue
Service Headquarters, Salisbury**

Members present:, Cllr Mike Byatt, Cllr Christopher Devine, Cllr Spencer Flower, Cllr Mollie Groom, Cllr Bob Jones, Cllr Trevor Jones, Cllr Rebecca Knox, Cllr Graham Payne, Cllr Garry Perkins, Cllr Christopher Rochester, Cllr Ann Stribley, Cllr Bridget Wayman,

Officer attendance: CFO (Designate) Darran Gunter , ACFO (Designate) John Aldridge, Chief Finance Officer (Designate) Mr Phil Chow, Director of Service Development and Corporate Services (Designate) Mr Derek James, Director of People Services (Designate) Ms Jenny Long, Monitoring Officer (Designate) Mr Jonathan Mair, ACFO (Designate) Mick Stead, ACFO (Designate) Head of Democratic Services (Designate) Mrs Jill McCrae.

In these minutes except where otherwise stated references to officers are to their designate roles and not to their roles within the current Dorset Fire Authority and the Wiltshire and Swindon Fire Authority.

1. Welcome

1.1 The Chairman opened the meeting and welcomed attendees.

2. Apologies

2.1 No apologies were received.

3. Declaration of Interests and Notification of Any Other Business

3.1 There were no declarations or notifications.

4. Minutes of Shadow Policy and Resources meeting on 14 January 2016 and Matters Arising

4.1 Members approved the minutes from the previous meeting.

- 4.2 The CFO advised Members that government guidance has been provided in regard to Firefighter fitness levels; therefore the Service is now able to progress with an internal procedure.
- 4.3 The CFO also updated Members on the appetite from the Public Services Boards for apprenticeship schemes.
- 4.4 There were no additional matters arising.

5. Combination Progress Report

5.1 Members were given an update on the overall progress of the programme.

5.2 Workstream 1

5.2.1 The CFO gave an overview of the progress of Workstream 1 and confirmed closure of the workstream.

5.3 Workstream 2

5.3.1 The CFO and Chief Finance Officer provided an update on Workstream 2 and confirmed its closure.

5.4 Workstream 3

5.4.1 ACFO John Aldridge gave an update the progress of Workstream 3.

5.4.2 Members asked about using any additional capacity in the Service Control Centre for additional opportunities. The CFO advised that this would be looked at once the control centre is in a steady state position but noted that this would not be until after the full partnership had gone live.

5.4.3 Members requested for Workstream 3 to continue whilst the Safety Centre was progressing. This was agreed, however, a change of name for the group would be agreed and terms of reference provided.

5.4.4 **Action: ACFO John Aldridge to provide a name and terms of reference for the group.**

5.5 Workstream 4

5.5.1 ACFO Ben Ansell provided and update on the progress of the Workstream.

5.5.2 Members were reminded that they are welcome to attend additional Local Performance & Scrutiny meetings and advised that the meeting dates will be provided within the Members handbook.

5.6 **Workstream 5**

5.6.1 The Director of Service Development and Corporate Services took Members through this workstream

5.6.2 Members queried the number of compulsory redundancies during the process and the CFO noted that at present no compulsory redundancies had been made. He advised Members that he would provide a verbal update at May's meeting with final figures being produced in June.

5.7 **Workstream 6**

5.7.1 The Director of Service Development and Corporate Services provided the meeting with an update on Workstream 6.

5.7.2 Members requested for an additional workstream 6 meeting to be diarised

5.7.3 **Action: Head of Democratic Services to arrange an additional meeting for workstream 6.**

5.8 **Financial**

5.8.1 The Chief Finance Officer gave an update to Members on the financial update and talked through Appendix B of the report.

5.9 **Programme Risks**

5.9.1 Director of Service Development and Corporate Services provided an overview of the risks affecting the programme and confirmed that the majority had seen a positive downturn.

6. Special Service Cost Recovery

6.1 ACFO Ben Ansell introduced Temporary Group Manager Dave Graham to the meeting. ACFO Ansell took Members through the paper and its recommendations.

6.2 Discussion took place between Members in relation to charging for animal rescue incidents.

6.3 Members took the decision on charging for animal rescue incidents to the vote, with all in favour, with the exception of Cllr Chris Devine who abstained from the vote.

6.4 **Resolve - Members approve the Special Service Cost Recovery procedure.**

7. Community Safety Plan

7.1 The CFO introduced the paper and the draft community safety plan.

- 7.2 Members noted the draft Community Safety Plan and highlighted some minor errors requiring amending. Members requested for additional information on prevention activities to be included within the final Community Safety Plan.
- 7.3 Members agreed that the draft Community Safety Plan will be reviewed and approved by Members at the full Fire Authority meeting on the 1st April 2016.
- 7.4 **Action – Officers to ensure that minor amendments are updated and prevention activities are included within the final Community Safety Plan.**

8. Emergency Services Mobile Communication Project (ESMCP)

- 8.1 The CFO introduced and took Members through the paper.
- 8.2 Members queried the financial impacts of the project. The CFO advised at present the Service is not fully aware of the full financial implications but that a stipulation of the Service would be that all costs of transition would be borne by DCLG.
- 8.3 Members raised concern in relation to the mobile coverage. The CFO advised that again it would be a stipulation that the coverage would be as good as is currently available in order for the Service to form part of the project.
- 8.4 The CFO confirmed with Members that both the financial impacts and coverage would be monitored closely, advising that these would be on the forward agenda in case a risk develops.
- 8.5 **Resolve – Members approved for the Dorset and Wiltshire FRA to transition on to the new Emergency Services Network via the Emergency Services Mobile Communications Project (ESMCP) with the condition that this is done with zero additional transitional costs and maintains the current standards of coverage.**

9. Insurance Arrangements for Dorset & Wiltshire Fire and Rescue Service

- 9.1 The Chief Finance Officer introduced the paper to Members and highlighted the recommendations.
- 9.2 **Resolved: Members approved the award of insurance contracts as shown within paragraph 3.2 of the report, which included self-insured deductible levels of £100k for liability cover and £50k for motor cover for 2016/17.**
- 9.3 **Resolved – Members approval a contribution of £173k for 2016/17 to the Service’s self-insurance fund.**

10. Values and Behaviours

- 10.1 The CFO took Members through the paper and the RESPECT Framework.
- 10.2 **Resolve - Members confirmed their agreement to recommend the RESPECT values and behaviour framework for adoption at the Full Authority meeting on the 1 April 2016.**
- 11. Verbal update on the opening celebrations for 1st April**
- 11.1 The Head of Democratic Services provided Members with an update on the arrangements for the opening celebrations on the 1st April, including an itinerary for the day and expected guests.
- 12. Date of the Next Meeting**
- 12.1 The Chairman confirmed with Members the date of the next Policy & Resources Committee meeting as the 19 May 2016 2pm at the Dorset and Wiltshire Fire & Rescue Service Headquarters.
- 13. Exclusion of the Public**
- 13.1 The Chairman addressed all attendees to confirm the closure of the meeting to the public with the following statement:
- 13.2 In accordance with Section 100A (4) of the Local Government Act 1972 to exclude the press and public for the business specified below because it is likely that, if members of the public were present, there would be disclosure to them of exempt information as defined in paragraphs 2 and 3 of Part 1 of Schedule 12A to the Act
- 14. Proposals for the Potterne Ex Wiltshire Headquarters Site**
- 14.1 ACFO John Aldridge took Members through the paper and noted the recommendations for consideration.
- 14.2 **Resolved: Members approved and endorsed the recommendations within the paper**
- 15. Safety Centre Progress Report**
- 15.1 ACFO John Aldridge introduced Area Manager Jim Mahoney, who took Members through the paper and recommendations.
- 15.2 Member indicated the initial co-optees to the SafeWise Board as Cllr Mollie Groom, Cllr Garry Perkins and Cllr Bob Jones.
- 15.3 **Resolve – Members approved the recommendations within the paper.**
- 15.4 Meeting finished at 1225hrs.

