



**DORSET & WILTSHIRE
FIRE AND RESCUE
AUTHORITY**

DRAFT Minutes of the

Policy and Resources Committee

held at 10:00hrs hours on Tuesday 29 November 2016 at the
Dorset & Wiltshire Fire and Rescue Service Headquarters, Five Rivers health and
Wellbeing Centre, Hulse Road, Salisbury

These are draft minutes prepared by officers to be approved by the Committee at
their next meeting.

Members present: Cllr Chris Devine, Cllr Peter Edge, Cllr Spencer Flower, Cllr Mollie Groom, Cllr Rebecca Knox (Chairman), Cllr Garry Perkins, Cllr Christopher Rochester, Cllr Ann Stribley, Cllr Joe Tray, Cllr Bridget Wayman.

Officer attendance: CFO Darran Gunter; ACFO Ben Ansell; ACFO Mick Stead; Mr Phil Chow, Director of Finance; Mr Derek James, Director of Corporate Services; Jonathan Mair, Clerk & Monitoring Officer; Mr Jim Mahoney, Area Manager, Service Support; Temporary ACFO Nigel Shearing; ACFO John Aldridge

1 Welcome

1.1 The Chairman opened the meeting and welcomed attendees including Cllr Bob Jones, Chairman of the Finance & Audit Committee.

2 Apologies

2.2 Apologies were received from Cllr Ricky Rogers.

3 Code of Conduct, Declarations of Interest and Notifications of Any Other Business

3.1 The Chairman asked the meeting for any disclosures of pecuniary interests under the localism act.

3.2 There were none.

Initials: _____

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4 Minutes of the Policy & Resources meeting on 14 September 2016

- 4.1 The Chairman asked Members to review and approve the minutes from the last meeting.
- 4.2 Members confirmed their approval of minutes with no amendments.
- 4.3 Members asked for an update on item 4.3 regarding the progress of the Governance working group. Members were advised that the work is progressing well this will inform the discussions at the Governance Seminar after the Authority meeting on 15 December.
- 4.4 Cllr Spencer Flower (Chairman of the Governance working group) added that the group are working well together and provided further assurance to Members that the work is progressing well. Cllr Flower encouraged Members to attend the Seminar.
- 4.5 **Resolved: Members approved the Policy & Resources Committee Minutes from the 14th September for publication.**

5 Independent Review of Conditions of Service for Fire and Rescue Staff in England

- 5.1 CFO Darran Gunter introduced the Independent Review of Conditions of Service for Fire and Rescue Staff in England (the Review) completed by Mr Adrian Thomas, noting that this was commissioned following the Knight review two years ago.
- 5.2 CFO Gunter confirmed that Brandon Lewis MP, Minister of State for Policing and Fire published the Review on 3 November 2016 and the CFO highlighted the five key areas of the report: The Working Environment; Documented Conditions of Service; Industrial Relations; Duty Systems; and the Management of the Fire and Rescue Service.
- 5.3 The CFO advised Members that the Review contained 45 recommendations to ensure reform and highlighted that the Service had carried out a gap analysis against these recommendations. The Review (Executive Summary) and the Gap Analysis formed Appendix A and Appendix B of the CFO's report.
- 5.4 Members discussed the Review content and the CFO confirmed that the Service Transformation Programme is already addressing many of the recommendations within the Review. It was also noted that a number of the recommendations would require action at a national level.
- 5.5 Members discussed the gap analysis and suggested it should come back to this Committee on a regular basis for an oversight on the progress. The CFO agreed

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with Members that the next report would be presented at the Policy & Resources Committee meeting on the 22nd March 2017.

5.6 ACFO Ben Ansell confirmed to Members that the Review would form part of the agenda for upcoming Union meetings to allow for discussion.

5.7 **Action: The Democratic Services Officer to add the review of the gap analysis to the Agenda for the Policy & Resources committee meeting taking place on 28 March 2017.**

5.8 **Resolved: Members discussed and considered the Review and the Gap Analysis.**

6 Safety Centre Update

6.1 ACFO John Aldridge gave Members an updated presentation on the progress of the Safety Centre, asking for approval from Members to progress for full planning.

6.2 Members asked about the lease and lease agreement. The ACFO advised that he anticipated these would be signed in early in 2017.

6.3 Members were concerned about the changes to the budget and were assured that this is for items added after the initial budget had been set and could be set aside if sponsorship commitments for some proposed activities are not forthcoming.

6.4 The ACFO advised Members that practical completion was June with a September 2018 opening in readiness for the new school year.

6.5 Members highlighted their thanks to GM Kathy Collis, Safety Centre Project Manager, for her continued hard work on the project.

6.6 The Chairman moved Members to the recommendations of the paper and Members provided their approval for the submission of the full planning application and provided their approval to proceed with procurement.

6.7 **Resolved: Approval for the submission of the full planning application to the Local Authority.**

6.8 **Resolved: Approval to proceed with the tender to include the original specification with options for the possible additional enhancements.**

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7 Date of Next Meeting

- 7.1 The Chairman confirmed with Members the date of the next Policy & Resources Committee meeting as 25 January 2017 at Dorset and Wiltshire Fire & Rescue Service, Five Rivers Health and Wellbeing Centre, Hulse Road, Salisbury.

Part 2

8 Exclusion of the Public

- 8.1 To consider passing the following resolution:

- 8.1.1 In accordance with Section 100A(3) 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 Part 1 of Schedule 12A to the Act.

- 8.2 **Resolved: Members excluded the press and public for the business specified on the Agenda under Part 1 of Schedule 12A to the Local Government Act 1972.**

9 Service Control Centre Update

- 9.1 ACFO John Aldridge took Members through the report.

- 9.2 **Resolve: Members noted the report and approved the recommendations.**

10 Integrated Risk Management Plan (IRMP)

- 10.1 The CFO and Area Manager, Jim Mahoney took Members through the report and presentation.

- 10.2 **Resolved: Members noted the content of the report.**

Meeting ended 12:40

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