



DRAFT Minutes of the
Policy and Resources Committee
held at 10:00 hours on Wednesday 25 January 2016
at the Dorset & Wiltshire Fire and Rescue Service Headquarters, Salisbury

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

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

In attendance: Cllr Bob Jones

Officer attendance: CFO Benjamin Ansell, ACFO Mick Stead, Director of Finance & Treasurer, Mr Phil Chow; Head of Democratic Services and Corporate Assurance, Mrs Jill McCrae; ACFO John Aldridge; AM Jim Mahoney, Service Support & IRMP Manager; Democratic Services Officer, Marianne Taylor.

1 Welcome

1.1 The Chairman opened the meeting and welcomed attendees.

2 Apologies

2.2 No apologies were received.

3 Code of Conduct and Declarations of Interest

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

3.2 Clerk and Monitoring Officer, Mr Jonathan Mair, clarified the reporting of pecuniary interests. Mr Mair advised Members that they should continue reporting disclosures of pecuniary interests where there is a change to current disclosures or a new disclosable interest.

4 Minutes of the Policy and Resources Committee meeting on 29 November 2016.

4.1 The chairman asked Members to review and approve the minutes from the last meeting.

4.2 Cllr Bob Jones advised the meeting that he was 'in attendance' which was not shown on the minute.

4.2 The Clerk and Monitoring Officer, Mr Jonathan Mair, drew Members attention to Item 6 of the minutes: Safety Centre update. He provided Members with an update on the progress, noting that the project is going out to tender in early March 2017. Mr Mair advised that the resolution under 6.8 needed to be amended and Members approved the amendment.

4.3 The Clerk and Monitoring Officer explained the need to clarify minute 6.8 of the Policy and Resources Committee meeting held on 29 November 2016 at which Members had given approval to proceed with the tender for the Safety Centre Project. Members confirmed that the approval to proceed included authority for officers both to invite tenders and to make an award to the successful tenderer provided that this was within the approved budget.

4.4 **Resolved: that the Chief Fire Officer be authorised to proceed with the Safety Centre Project by inviting tenders and if within the approved budget by making an award to the successful tenderer**

4.5 **Action: Democratic Services to amend the minutes to show that Cllr Bob Jones was 'in attendance' at the meeting on 29 November 2016.**

4.6 **Action: Democratic Services to update the resolution at 6.8 of the minutes.**

5 Draft Budget 2017/18 and Medium Term Finance Plan

5.1 Director of Finance & Treasurer, Mr Phil Chow, presented the report to Members which provided the final position on the revenue and capital budget requirement for 2017/18. Mr Chow advised that there will be some amendments to the budget position before the final papers go to the Authority meeting on 9 February 2017 due to new information being received on a regular basis.

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- 5.2 Mr Chow highlighted Option 1 to Members confirming that an increase of 1.99% would result in a Fire Precept for Band D of £70.59 and a net budget requirement of £53.694m including a contribution from reserves of £69k to balance the 2017/18 budget with an on-going estimated budget deficit beyond 2019/20 of £1.021m. Mr Chow recommended Option 1 as the most sustainable.
- 5.3 Members requested that future reports should include pence changes to the precepts and percentages, which should appear earlier within reports.
- 5.4 The Chairman took Members to the recommendation of the paper and Members approved the revenue and capital budgets for 2017/18, the Medium Term Financial Plan and Option 1 as the Committee's recommendation to the Full Fire Authority at their meeting on 9 February 2017.
- 5.5 **Resolved: Members approved the revenue and capital budgets for 2017/18, the Medium Term Financial Plan and Option 1 as the Committee's recommendation to the Full Fire Authority at their meeting on 9 February 2017.**
- 5.6 **Action: Mr Chow to ensure that future reports include pence and percentages earlier within financial reports.**

6 Opportunities for Working with Health

- 6.1 ACFO Stead introduced the presentation on prevention opportunities which contribute towards health outcomes, and which sits alongside his report entitled 'how health, social care and Fire and Rescue Services can increase their reach, scale and impact' (as described in Appendix A), outlining how this works and how it will underpin the Service's vision.
- 6.2 ACFO Stead highlighted how the Service's vision sets out the commitment to contribute towards helping people to become safer, healthier and to live more independently. He advised that Officers have already been actively engaged in building relationships across the wider health arena to promote the Service's role in delivering prevention at scale.
- 6.3 ACFO Stead explained how the Service is mapping the delivery of the Key Lines of Enquiry (KLOE) to the priorities and outcomes set out in the four respective Health and Wellbeing boards and other notable strategic groups. He went on to highlight the importance of Officers engagement within the development of the delivery plans, where appropriate.
- 6.4 ACFO Stead explained how this work fits with Safe & Well visits, adding Officers already collaborate with partners, which complies with expectations from Government.
- 6.5 Members discussed the presentation and report, highlighting how they would like to see greater publicity of the work using case studies. Members requested that this work is highlighted to the Home office.

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6.6 The Chairman took Members to the recommendation of the paper and Members confirmed that engaging in the wider health environment through prevention is appropriate and that the work to date meets expectations in positively contributing towards the delivery of partner outcomes through effective collaboration.

6.8 **Resolved: Members confirmed that engaging in the wider health environment through our prevention work is appropriate.**

6.9 **Resolved: Members confirmed that the work to date meets expectations in positively contributing towards the delivery of partner outcomes through effective collaboration.**

7 Date of Next Meeting

7.1 The Chairman highlighted the progress of the Governance Working Group following the Governance Seminar Members attended on the 15 December 2016 and noted the request for an additional Fire Authority meeting to take place on the 9 March 2017. The Chairman advised Members of the purpose of this meeting and the suggestion to cancel the following Policy & Resources meeting, planned for 28 March 2017, moving agenda items to either the 9 March additional meeting or the following meeting in 8 June 2017.

7.2 Members discussed the proposal and the Clerk & Monitoring Officer provided advice on the proposed changes and the timescales involved.

7.3 Members were asked to provide their agreement by a show of hands to the suggested changes, this was provided by the majority of Members. The Chairman confirmed her decision to go ahead with the additional Authority Meeting on 9 March 2017 and the cancellation of the Policy & Resources meeting on the 28 March 2017.

7.4 The Chairman therefore confirmed with Members the date of the next Policy and Resources committee meeting as 10am on 27 June 2017 at Five Rivers Health and Wellbeing Centre, Hulse Road, Salisbury, SP1 3NR

7.5 **Action: Democratic Services to cancel the Policy and Resources Committee Meeting planned for 28th March.**

7.6 **Action: Democratic Services to invite Members to the additional Fire Authority meeting to be held at 10am on the 9 March 2017.**

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8 Exclusion of the Public

- 8.1 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 Paragraph 3 of Part 1 of Schedule 12A to the Act.
- 8.2 Members resolved to close the meeting to the public.
- 8.3 **Resolved: The meeting was closed to the public in accordance with Section 100A (4) of the Local Government Act 1972, to exclude the press and public for the business specified.**

Part 2

9 Emergency Medical Care

- 9.1 The Chairman introduced Area Manager (AM) Jim Mahoney to the meeting. AM Mahoney took Members through the Emergency Medical Care report.
- 9.2 AM Mahoney highlighted to Members how the emergency medical care is a key strand of work within the Services Integrated Risk Management Plan (IRMP)
- 9.3 The Chairman took Members to the recommendations of the paper and Members discussed the ways in which the Service could benefit from and accommodate FACS. Following this Members went on to confirm their agreement for the Service to take part in a 12-week pilot scheme.
- 9.4 **Resolved: Members considered the opportunities to develop the Service's approach to emergency medical response to achieve the Fire and Rescue Authority's vision.**
- 9.5 **Resolved: Members agreed for the Service to take part in a pilot scheme to run for a 12-week period.**

10 Service Control Centre Update

- 10.1 ACFO John Aldridge provided Members with an update report following the previous update provided to Members during their meeting on the 29th November 2016.

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- 10.2 The Chairman took Members to the recommendations of the paper and Members discussed and noted the content of the report. Members also approved the move for the on-going monitoring of the action plan to be completed by the Service's Strategic Leadership Team subject to any unusual items being returned and reported to the Policy and Resource Committee Members.
- 10.3 **Resolved: Members noted the contents of the report.**
- 10.4 **Resolved: Members approved the move of the monitoring of the Service Control Centre action plan to the Strategic Leadership Team.**