



**DORSET & WILTSHIRE  
FIRE AND RESCUE  
AUTHORITY**

Item 17/57

**DRAFT Minutes of the  
Dorset & Wiltshire Fire and Rescue Authority held at 10:00 hours on  
Friday 8 September 2017 at the  
Dorset & Wiltshire Fire and Rescue Service Headquarters, Salisbury**

These are draft minutes prepared by officers to be approved by the Fire and Rescue Authority at their next meeting 5 December 2017.

Members present: Cllr Spencer Flower (Chairman); Cllr Garry Perkins (Vice Chairman); Cllr Steve Allsopp; Cllr Abdul Amin; Cllr Richard Biggs; Cllr Kevin Brookes; Cllr Steve Butler Cllr Les Burden; Cllr Ernie Clark; Cllr Andrew Davis; Cllr Brian Dalton; Cllr Peter Hutton; Cllr Bob Jones; Cllr Rebecca Knox; Cllr Colin Lovell; Cllr Christopher Newbury; Cllr Byron Quayle; Cllr Pip Ridout; Cllr Christopher Rochester; Cllr Ann Stribley; Cllr Robert Yuill.

Officer attendance: Chief Fire Officer, Mr Ben Ansell; Clerk & Monitoring Officer, Mr Jonathan Mair; Director of Finance & Treasurer, Mr Phil Chow; Director of Corporate Services, Mr Derek James; Director of People Services, Ms Jenny Long; Director of Operations, ACFO Jim Mahoney; Director of Prevention and Protection, ACFO Mick Stead; Area Commander Bournemouth, Poole and Swindon, Craig Baker; Head of Information Management and Communications, Mrs Vikki Shearing; Media & Graphic Designer, Mr Max Furneaux; Safety Centre Project Manager, Group Manager Kathy Collis.

Guest: Mr Scott Tacchi, Project Manager and Partner, Ridge.

**17/39 Welcome**

17/39.1 The Chairman opened the meeting and welcomed attendees.

**17/40 Apologies**

17/40.1 Apologies were received from Cllr Mark Anderson; Cllr Malcolm Davies; Cllr Matthew Dean; Cllr Beverley Dunlop; Cllr Colin Jamieson; Cllr Susan Jefferies; Cllr Nick Martin; Cllr Paul Oatway; Cllr Vikki Slade; Director of Assets, ACFO John Aldridge.

- 17/41 Code of Conduct, Declarations of Interest and Notifications of Any Other Business**
- 17/41.1 The Chairman asked the meeting for any disclosures of pecuniary interests under the localism act. There were no disclosures.
- 17/42 Review and approve Minutes of the Dorset & Wiltshire Fire and Rescue Authority meeting on 27 June 2017**
- 17/42.1 The chairman asked Members to review and approve the minutes from the last meeting.
- 17/42.2 The Chief Fire Officer confirmed that all outstanding actions had been completed.
- 17/42.3 **RESOLVED: That the Minutes be confirmed, subject to amending the name of the Labour Group Leader to Cllr Steve Allsopp, and be signed by the Chairman as a correct record.**
- 17/43 Receive the minutes from previous Finance, Governance and Audit meeting, 27 June 2017, and update on Member Development**
- 17/43.1 Members received the minutes, with no further comment.
- 17/44 Pensions board nomination (Firefighter pensions)**
- 17/44.1 **RESOLVED: Cllr Pip Ridout to be added to Local Government Pensions Board**
- 17/45 Planned changes to the membership and governance of the Fire and Rescue Authority**
- 17/45.1 The Chairman reminded Members that at their meeting on 9 March 2017 the Authority received a joint report from the Chairman of the Governance Working Group and the Monitoring Officer on possible changes to the membership of the Authority. Having considered the report, the Authority approved in principle and, as the basis for consultation with the five constituent Councils, an Authority membership of 18. The views of the constituent Councils were then to be reported to this meeting. The report drew together the responses received to the consultation and recommends that the Authority make a formal request to the Home Secretary for a variation of the Combination Order to reduce the Authority's membership from 30 to 18.

- 17/45.2 The Chairman brought Members attention to the Adrian Thomas Review and the Policing and Crime Act 2017; he outlined the changes at other fire and rescue authorities. He added that there were a number of key drivers for making changes to the membership.
- 14/45.3 The Chairman had received feedback from all five constituent councils all with their support to reduce the membership to 18 except one which argued for a reduction to 24 Members.
- 17/45.4 The Chairman moved the recommendations, seconded by Cllr Bob Jones.
- 17/45.5 Members suggested that a 'requirement to attend' should be put in place and reinforced by constituent authorities; along with assured equality of representation across both the north and the south of the area served by the Authority.
- 17/45.6 Recognition was made of the need to undertake a review of Governance to be undertaken by Officers and overseen by Finance, Governance and Audit Committee.
- 17/45.7 The Chairman was grateful for Members and their in-depth considerations and reminded them that the authority needs to consider its the long term future sustainability and that of the Service.
- 17/45.8 Asked by the Chairman, the Chief Fire Officer, Ben Ansell, outlined the benefits this change would bring to the efficiency of the Service itself, but stated that governance arrangements were clearly a matter for Members.
- 17/45.9 **RESOLVED: That a formal request is made to the Home Secretary for a variation to the Dorset & Wiltshire Fire and Rescue Authority (Combination Scheme) Order 2015 to reduce the membership of the Authority from 30 to 18, with each constituent Council appointing members to the Authority in proportion to its share of the total electorate of the five constituent Councils (16 in favour, 5 against).**
- 17/45.10 **RESOLVED: That an internal review of governance arrangements be held suitable to the reduced Membership, and overseen by the Finance, Governance and Audit Committee.**
- 17/46 Asset Department resources update**
- 17/46.1 The Chairman introduced the Head of Corporate Services, Derek James, who presented this item on behalf of ACFO John Aldridge. The Chairman of Finance, Governance and Audit, Cllr Bob Jones, gave some background on his request and the discussions previously undertaken.
- 17/46.2 Following combination, the Asset department has suffered from a large number of vacancies, significantly in excess of what could be predicted. The reasons for the high level of vacancies included retirements, promotion to

other roles or movement to other organisations of key members of staff. However, during this period the teams have continued to ensure that they have undertaken all of the key elements of their work that ensures all premises, fleet and equipment are maintained and fit for purpose. As a result of recent recruitment campaigns there is now greater stability in the department and the capacity of the teams has been largely restored. As a result we are now in a strong position to work towards full implementation of recognised asset management plans, systems and procedures that were planned to be delivered.

17/46.3 The Chairman of the Finance, Governance and Audit Committee added that they will continue to monitor the resourcing of the Assets Department.

**17/46.4 RESOLVED: Members noted the report.**

**17/47 Members Podcast**

17/47.1 The CFO introduced the Podcast and the Media and Graphic Designer, Max Furneaux. Station Manager Wayne Presley provided highlights on the Podcast and the CFO thanked the Members for their continued support over what has been a very busy summer.

17/47.2 Members supported Cllr Jones when he asked that thanks be recorded for all the work carried out by staff and volunteers both front line and support.

17/47.3 **ACTION: The CFO to convey thanks to all teams on behalf of the Fire and Rescue Authority.**

**17/48 Public Health England Wellbeing Charter/Dying to work charter**

17/48.1 The Director of People Services, Jenny Long was welcomed to the table and introduced this item.

17/48.2 Dying to Work is a Trade Union Congress (TUC) campaign to gain support and encourage employers to sign a voluntary charter that sets out how employees will be supported, protected and guided through their employment should they receive a terminal diagnosis. Ms Long added that prior to combination both Services had a history of providing excellent care to our staff who have been diagnosed with a terminal illness or acquired a life changing injury and, whilst this has not yet needed to be considered for Dorset & Wiltshire Fire and Rescue Service, it is a legacy we are keen to continue.

17/48.3 Ms Long outlined a number of fire and rescue services and other organisations who had already signed the Charter.

- 17/48.4 Members discussed the scheme of delegation and Monitoring Officer agreed that the CFO was entitled to sign up the Service but that delegated authority for the signing of future charters should be included in the governance review.
- 17/48.5 **RESOLVED: Members noted the content of the report and supported the intention of the CFO to sign the Charter.**
- 17/48.6 **ACTION: The scheme of delegation to be part of the Governance Review discussed earlier in the meeting at item 17/45.6.**

**17/49 Date of Next Meeting**

- 17/49.1 The chairman confirmed the date of the next DWFRAs meeting as Tuesday 5 December 2017 at Dorset & Wiltshire Fire and Rescue Service Headquarters, Five Rivers Health and Wellbeing Centre, Hulse Rd, Salisbury, SP1 3NR, from 10am.

**17/50 Consider passing the following resolution**

- 17/50.1 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.
- 17/50.2 **RESOLVED: Members passed the resolution and closed the meeting to the press and public.**

**PART 2**

**17/51 Marauding terrorist fire arms response capability**

- 17/51.1 The director of Operations, ACFO Mahoney, introduced the paper to Members giving some background to the paper and the changing nature of terrorism.
- 17/51.2 In 2012, the Home Office supported the establishment of fifteen Fire and Rescue teams to provide a joint response capability with Ambulance staff in the event of a Marauding Terrorist Firearms Attack (MTFA). In light of recent events and following a review of the risk associated with terrorist activities, the Home Office has revised its thinking and is enhancing the national MTFA response capability through an uplift programme. Dorset & Wiltshire Fire and Rescue Service (DWFRS) has received a request from the Home Office to establish an MTFA response capability as part of this uplift programme in order to enhance and support the national capability. DWFRS has agreed to

support the uplift programme subject to both the Authority's approval and the resolution of a number of outstanding national issues.

- 17/51.3 AM Craig Baker took Members through the detail of the report, our current response, the proposed future response and budget.
- 17/51.4 Budget costs and additional expenditure possibilities were discussed by Members alongside grant funding to cover all costs.
- 17/51.5 **RESOLVED: Having considered the report, its implications and expectations, Members approved the two recommendations.**
- 17/52 **Safety Centre**
- 17/52.1 Director of Prevention and Protection, ACFO Mick Stead was welcomed to the table, he introduced GM Kathy Collis who is the Project manager for the Safety Centre. Mr Scott Tacchi, Partner and Project manager at Ridge was also welcomed to the table.
- 17/52.2 GM Collis took Members through the presentation on the Safety Centre and outlined how far the project had come in recent months.
- 17/52.3 The Safety Centre delivery is subject to a comprehensive project plan, which has been approved by the Safety Centre Working Group who monitors progress against its timeline. The key areas within the project plan are the lease arrangements, planning arrangements, procurement for design and build, partnering, sponsorship and long term sustainability.
- 17/52.4 Members discussed the sponsorships, support and community impact for the Safety Centre project; project costs and long term benefits to the community and the wider impact this would have.
- 17/52.5 **RESOLVED: Members noted and reviewed the progress of the project**
- 17/52.6 **RESOLVED: That the revised budget for the Safety Centre be approved.**
- 17/52.7 **RESOLVED: Additional funding to support delivery in line with the recommendation of the Members Working Group (Option 1) be approved.**

Meeting closed at: 12:35

*Signed:* \_\_\_\_\_