



**DORSET & WILTSHIRE
FIRE AND RESCUE
AUTHORITY**

**DRAFT Minutes of the
Dorset & Wiltshire Fire and Rescue Authority held
at 10:00am on Monday 30 September 2019 at the
Dorset & Wiltshire Fire and Rescue Service Headquarters, Salisbury**

These are draft minutes to be approved by the Fire and Rescue Authority
at its next meeting.

Members present: Cllr Rebecca Knox (Chair); Cllr Byron Quayle (Vice Chair); Cllr Abdul Amin; Cllr Steve Baron; Cllr Richard Biggs; Cllr Ernie Clark; Cllr Paul Hilliard; Cllr Peter Hutton; Cllr Toby Johnson; Cllr Bob Jones; Cllr Brian Mattock; Cllr Paul Oatway; Cllr Garry Perkins; Cllr Pip Ridout; Cllr Ann Stribley

Officer attendance: Chief Fire Officer (CFO), Ben Ansell; Head of Financial Services and Treasurer, Mr Ian Cotter; Clerk & Monitoring Officer, Mr Jonathan Mair; Deputy Chief Fire Officer (DCFO), Derek James; Director of Community Safety, Assistant Chief Fire Officer Jim Mahoney; Director of People Services, Ms Jenny Long; Head of Strategic Planning & Corporate Assurance, Mrs Jill McCrae; Head of Information and Communications, Mrs Vikki Shearing; Area Manager (AM) Head of Prevention and Protection, Craig Baker; AM South, Seth Why; AM Response Support, Response Development, Resourcing & Review, Andy Cole; Management Accountant, Miss Charlie Windebank; Corporate Governance Manager, Mrs Nicki Whitehouse

19/32 Welcome

19/32.1 The Chair opened the meeting and welcomed attendees.

19/33 Apologies

19/33.1 Apologies were received from Cllr Pete Barrow and Cllr Christopher Newbury.

19/34 Code of Conduct, Declarations of Interest and Notifications of Any Other Business

19/34.1 The Chair asked the meeting for any disclosures of pecuniary interests under the Localism Act. There were no disclosures.

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19/35 Minutes of the Dorset & Wiltshire Fire and Rescue Authority meeting on 6 June 2019.

19/35.1 The Chair asked Members to review and approve the minutes from the last meeting. Chief Fire Officer (CFO) Ben Ansell reported that the action in paragraph 19/27.3 relating to a briefing to Members on the partnership with the British Red Cross will be included in his six-monthly performance report in December 2019.

19/35.2 **RESOLVED that the minutes be confirmed without amendment and signed by the Chair as a correct record.**

19/36 Receive the draft minutes of the Finance & Governance Committee meeting on 24 July 2019

19/36.1 **RESOLVED: Members received the minutes of the Finance & Governance Committee on 24 July 2019.**

19/37 Local Government Association Peer Review of the Authority's governance arrangements

19/37.1 The Chair introduced the paper and reminded Members that this independent review had been initiated by Members and that the Local Government Association's (LGA) report on the Authority's governance arrangements had been published in full on the Service's website. She thanked the Head of Strategic Planning and Corporate Assurance, Mrs Jill McCrae for her analysis and interpretation of the recommendations.

19/37.2 Members discussed the signing of the Statement of Assurance. The Chair confirmed that, as the Statement is presented to the Finance & Governance Committee prior to the Authority, there would be no issue with it being signed by both the Chair of the Finance & Governance Committee and the Chair of the Authority. She explained that recommendation 6 on pages 6-7 would be amended to this affect.

19/37.3 **RESOLVED: Members noted the content of the LGA peer review report and approved the recommendations from the Member working group.**

19/37.4 **ACTION: Democratic Services to amend recommendation number 6 of the Member Working Group, to reflect the signing of the Statement of Assurance by both the Chair of the Authority and the Chair of the Finance & Governance Committee (soon to be Finance and Audit Committee).**

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19/38 Member Allowances

- 19/38.1 The Clerk and Monitoring Officer, Mr Jonathan Mair introduced the report of the Independent Review Panel which was presented as Appendix A. He drew Members' attention to the budget implications on page 3 of the report and confirmed that the additional full year cost of all recommendations of the Independent Panel amounted to £22,300 not £33,700 as stated in the report. Mr Mair explained that it was customary for recommendations from an independent panel to be accepted, but that it was a matter for the Authority.
- 19/38.2 Cllr Peter Hutton stated that the allowance proposed for the Chairman of the Finance & Governance Committee seemed high when compared to the allowance for the Vice Chairman of the Authority and the basic allowance. He proposed an amendment to this recommendation, to apply the one-time basic allowance of £4,200 to the role. Cllr Ann Stribley seconded this proposal. Cllr Bob Jones, as the current Chairman of the Finance & Governance Committee, stated that he would abstain from the vote.
- 19/38.3 There was a show of hands for this proposed amendment. Six Members voted for and seven against with one abstention. The proposal therefore failed.
- 19/38.4 Members debated the indexing of the basic allowances, recommendation 3 of the report. Cllr Ernie Clark proposed that basic allowances should be indexed in line with Green Book staff with effect from 1 May 2020. Cllr Bob Jones seconded this proposal.
- 19/38.5 There was a show of hands for the recommendation. Five Members voted in favour, eight against. The proposal therefore failed.
- 19/38.6 **RESOLVED: Members considered the recommendations of the Independent Remuneration Panel and adopted the Scheme of Allowances as set out in the report.**
- 19/38.7 **RESOLVED: Members agreed that any changes from the current Scheme should be backdated to a commencement date of 6 June 2019.**
- 19/38.8 **RESOLVED: Members agreed the basic allowance should be not be indexed.**
- 19/38.9 **RESOLVED: Members thanked the Panel for their work in arriving at their recommendations.**

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- 19/39 Review of the Firefighter’s Pension Scheme 2015 and Local Government Pension Scheme Employer’s Discretions Policies**
- 19/39.1 The Director of People Services, Ms Jenny Long, introduced the report outlining the rationale and for the review as set out in the paper. Members of the Local Pension Board confirmed that the Board was supportive of the recommended changes.
- 19/39.2 **RESOLVED: Members approved the Firefighter and Local Government Pension Scheme Discretions Policy changes as set out in the report.**
- 19/40 Medium Term Finance Plan**
- 19/40.1 The Head of Financial Services and Treasurer, Mr Ian Cotter introduced the report. He drew Members’ attention to the future funding headline in section 2, that the Settlement Funding is expected to rise in line with inflation, which he explained, should put the Authority into a better position than was forecast. He stressed however that this relates to 2021/22 only and that we still will not know the detail beyond that until a full multi-year Spending Review takes place.
- 19/40.2 Mr Cotter referred to the Financial Principles and explained that Principle one would be updated once we know the Local Government Finance Settlement, and Principle two once the Spending Review announcement is made this time next year. He explained that these Principles would be revisited at the Members’ Financial Seminar in December.
- 19/40.3 Mr Cotter referred to the tables on page 6 of the report, which illustrate two possible scenarios; a 10% settlement funding reduction over three years: and a flat cash settlement, and the financial impact of these. CFO Ansell reminded Members that the Authority is a reference brigade working with the Home Office and stressed how important this was. He explained that staff from the Home Office had visited the Service to discuss the potential issues arising from various funding scenarios.
- 19/40.4 The Chair confirmed that finance is a priority for the Fire Commission at a national level. She urged all Members to attend the Members’ Finance Seminar in December.
- 19/40.5 **RESOLVED: Members noted the content of the report**
- 19/41 Inspection of the Dorset & Wiltshire Fire and Rescue Service 2018-19**
- 19/41.1 Mrs McCrae and CFO Ansell took Members through a presentation to accompany the report. Mrs McCrae provided Members with an overview of

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the inspectorate's methodology and the inspection process undertaken by the Service. CFO Ansell reported that he was proud to be the Chief Fire Officer of a Service that had received three 'Good' ratings', with only one 'requires improvement' element. It was extremely pleasing to be one of only three fire and rescue services, within tranche one and two, to have received 'Good' in all areas of the people pillar. He pointed out some of the Inspection Report's positive statements, including those related to fire safety and working with partner agencies. He reported that there had been no areas for improvement within the diagnostic 'making the fire and rescue service affordable now and in the future' and only one within the entire efficiency pillar. It was also noted that the financial savings resulting from combination were cited in the national report.

- 19/41.2 CFO Ansell explained to Members that the Service had accepted the published areas for improvement and that these are all being worked on. In particular, he referred to work that is being done to improve the availability of on-call fire engines.
- 19/41.3 CFO Ansell presented a table that showed the respective ratings of the Services from tranche one and two and he concluded that the outcome of the Service's inspection demonstrated the success of combination.
- 19/41.4 Mrs McCrae explained the next steps, and that the inspection process will continue. She reported that internally, the Service was embedding the approach, working to align to the Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services methodology to build the inspection process into business as usual. This starts from the policy level so that the Service can evidence what good looks like on a continuous basis. She further explained that the reviewed policies would be presented to the Authority in February.
- 19/41.5 In answer to questions from Members, CFO Ansell confirmed that the inspection results had been communicated to staff, and that he was visiting all workplaces and teams for face to face conversations in early 2020.

19/42 Annual Report 2018-19

- 19/42.1 CFO Ansell introduced the Annual Report and provided an overview of its content. He reported that since clearance for publication to the Authority, Her Majesty's Coroner had determined that a further death had been caused by fire, taking the total from three as reported on page 15 to four. He confirmed to Members that the Report would be amended to reflect the latest data before being published on the Service's website.
- 19/42.2 The Chair thanked CFO Ansell and his team for a well written Annual Report.

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19/42.3 **RESOLVED: Members considered and approved the Annual Report subject to the change in confirmed fire-related deaths.**

19/43 Member Podcast

19/43.1 CFO Ansell introduced the Member podcast.

19/43.2 **ACTION: The Head of Communications & Information, Mrs Vikki Shearing to provide a link to Members for their use.**

19/44 Date of Next Meeting

19/44.1 The Chair confirmed the date of the next Authority meeting as 12 December 2019 at Dorset & Wiltshire Fire and Rescue Service Headquarters, Five Rivers Health and Wellbeing Centre, Hulse Road, Salisbury SP1 3NR, from 10:00am.

19/45 To consider passing the following resolution:

19/45.1 In accordance with Section 100A (2) 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 1 & 3 of Part 2 of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

19/45.2 **RESOLVED: To close the meeting to the press and public.**

Part 2

19/46 Receive the minutes of the Appointments and Disputes Committee meeting held on 24 July 2019.

19/46.1 **RESOLVED: Members received the minutes of the Appointments and Disputes Committee meeting held on 24 July 2019.**

Meeting closed at 12:15

Signed: _____

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