



**DORSET & WILTSHIRE
FIRE AND RESCUE
AUTHORITY**

DRAFT Minutes of the
Dorset & Wiltshire Fire Authority Committee
held at 11:30 hours on Wednesday 14 September 2016 at the
Dorset & Wiltshire Fire and Rescue Service Headquarters, Salisbury

Members present: Cllr Rebecca Knox (Chairman), Cllr Abdul Amin, Cllr Mark Anderson, Cllr Les Burden, Cllr Steve Butler, Cllr Mike Byatt, Cllr Ernie Clarke, Cllr Ronald Coatsworth, Cllr Malcolm Davies, Cllr Beverley Dunlop, Cllr Peter Edge, Cllr Spencer Flower, Cllr Mollie Groom, Cllr Colin Jamieson, Cllr Susan Jefferies, Cllr Bob Jones, Cllr Trevor Jones, Cllr John Knight, Cllr Nick Martin, Cllr Christopher Newbury, Cllr Graham Payne, Cllr Garry Perkins, Cllr Christopher Rochester, Cllr Ricky Rogers, Cllr Ann Stribley, Cllr Joe Tray,

Officer attendance: Chief Fire Officer Darran Gunter, Assistant Chief Fire Officer Mick Stead, Assistant Chief Fire Officer John Aldridge, Assistant Chief Fire Officer Ben Ansell, Director of Finance and Treasurer Phil Chow, Director of People Services Kay Williams, Director of Corporate Services Derek James, Head of Democratic Services and Corporate Assurance Jill McCrae, Monitoring Officer and Clerk Jonathan Mair.

1 Welcome

1.1 The Chairman opened the meeting and welcomed Members.

2 Apologies

2.2 Apologies were received from Cllr Phil Eades, Cllr Bridget Wayman and Cllr Chris Devine.

3 Declarations of Interest and Notifications of Any Other Business

3.1 There were none.

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4 Minutes of Dorset & Wiltshire Fire Authority meeting on 23 June 2016 and matters arising.

- 4.1 Members approved the minutes from the previous meeting.
- 4.2 The Chief Fire Officer provided an update for members, referring them to point 5.6 of the minutes and noting that the proposed terms of reference had been agreed for the Governance Working Group along with a schedule of meetings.

5 Verbal report from the Chairman of the Policy & Resources Committee meeting held on 14 September 2016.

- 5.1 The Chairman provided Members with an overview of the Policy and Resources meeting that had taken place prior to this meeting.

6 Review of the minutes of the Finance and Audit Committee meeting held on 6 July 2016

- 6.1 The minutes were reviewed by Members.
- 6.2 Members asked if unused grants had to be returned to the originator or if instead they could be added to balances. The Director of Finance and Treasurer, Mr Phil Chow, advised that it very much depended upon the conditions of the grants.
- 6.3 Members also noted that Cllr Christopher Newbury was in both the apologies and attendees for the meeting. The Head of Democratic Services & Corporate Assurance advised that this would be corrected.
- 6.4 **Action: Head of Democratic Services & Corporate Assurance to correct the minutes to remove Cllr Newbury from the apologies list.**

7 Chairman's Announcements

- 7.1 The Chairman outlined the on-going national campaign on sprinkler systems in schools, highlighting that sprinkler systems are not considered a compulsory requirement for new builds. She went on to note the national comparisons and benefits of sprinkler systems and confirmed that Fire and Rescue Authorities would like tighter regulations.
- 7.2 The Chairman asked Members for their views on the current situation and noted that Assistant Chief Fire Officer, Ben Ansell, was part of the national lobbying group.
- 7.3. Members discussed the situation and reflected upon the impact of previous school fires, including the cost of re-building schools.

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- 7.4 Members noted that in the absence of a specific agenda item a motion concerning sprinkler systems could only be put to the Authority as an item of urgency with the agreement of the Chairman.
- 7.5 The Chairman having confirmed her agreement to the urgent consideration of the Authority's position on sprinkler systems in schools members went on to consider urgent item 7A.

7A Urgent Agenda Item – School Sprinkler Systems

- 7.1a The Chairman asked Members to confirm the Authority's support of the campaign for sprinkler systems to be compulsory in school new builds. Members voted unanimously in favour of supporting the campaign.
- 7.2a Members also supported the Chairman's suggestion that letters explaining the Authority's support for the campaign should be sent to the:
- constituent councils as local education authorities
 - individual council lead members for education
 - local Members of Parliament
 - other relevant stakeholders

and that the Authority's position should be reinforced through a press release.

- 7.3a **Action: That letters and a press release be issued in accordance with minute 7.2a.**
- 7.4a **Resolved: That the Authority support the campaign for sprinkler systems to be compulsory in school new builds.**

8 Appointments to Committees

- 8.1 The Monitoring Officer and Clerk, Mr Jonathan Mair, reported on the need to appoint a member to represent the Authority on the Dorset Community Safety Partnership Board and the need to appoint a member to the vacancy left by Cllr Colin Lovell on the Authority's Appeals Committee.
- 8.2. The Chairman proposed that Cllr Steve Butler be the representative for the Dorset Community Safety Partnership and Members agreed unanimously.
- 8.3 The Chairman noted that a Conservative Councillor would be required for the Appeals Committee and confirmed that Cllr John Haines had been put forward. Members agreed unanimously that Cllr Haines be appointed to the

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Committee.

8.4 **Resolved: That Cllr Steve Butler be appointed as the Authority's representative on the Dorset Community Safety Partnership Board.**

8.5 **Resolved: That Cllr John Haines be appointed to the Appeals Committee.**

9 Efficiency Plans

9.1 The Director of Finance and Treasurer, Mr Phil Chow, took Members through the paper and highlighted how the Efficiency Plan will support the application for a four year grant settlement.

9.2. Members discussed the plan and identified a reference to Trowbridge Fire Station on page 8 of Appendix A, point 4.4. Members requested that this is removed.

9.3 Members discussed the references to co-responding and the impacts upon the Service following the recent changes made by the ambulance services. The Chief Fire Officer assured Member that the Service is reviewing this and considering alternative options.

9.4 Members asked where the monitoring and scrutiny of this plan would take place and Mr Phil Chow confirmed that this would be via the Finance & Audit Committee.

9.5 The Chairman took Members to the recommendations in the paper and Members approved Appendix A for submission to the Home Office with the removal of the reference to Trowbridge Fire Station and with consideration of the future of co-responding.

9.6 **Resolved: That Appendix A be approved for submission to the Home Office with the removal of the reference to Trowbridge Fire Station.**

10 Approval of CFO Appointment

10.1 The Chairman informed Members that the Appointments Committee, with the additional advice from Peter Holland, Chief Fire and Rescue Adviser and Steve Mason, Realworld HR, had met and shortlisted candidates for the post of Chief Fire Officer and confirmed that the shortlist comprised both external and internal candidates. She went on to advise that following the interview process the committee recommended the appointment of Assistant Chief Fire Officer, Ben Ansell.

10.2 The Clerk explained that the Authority's pay policy required that an appointment to any post with a salary above £100,000 must be put to the full Authority for approval. The recommendation of the Appointments Committee was that ACFO Ansell be appointed Chief Fire Officer on a

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salary of £132,814, rising to £137,814 and then £142,814 on satisfactory completion of a development plan to be approved by the Chairman after consultation with the Vice-Chairman and the Clerk.

- 10.3 Members asked for the number of applicants and number of shortlisted candidates and the Chairman confirmed that of the 4 Applicants, 3 had been shortlisted.
- 10.4 Members asked for confirmation of the anticipated development plan and the Chairman confirmed that this would be taken over a six month period.
- 10.5 The Chairman asked Members to confirm their support for the appointment of Assistant Chief Fire Officer, Ben Ansell to the position of Chief Fire Officer and Members agreed unanimously.
- 10.6 The Chairman asked that the Authority's thanks be extended to Peter Holland and Steve Mason for their support throughout the appointment process.
- 10.7 **Resolved unanimously: That ACFO Ben Ansell be appointed as Chief Fire Officer.**

11 Local Government Review

- 11.1 The Chief Fire Officer took Members through the paper, noting that both he and the Chairman had received correspondence regarding a consultation process which is being under taken across the 9 councils in Dorset on the future of local government.
- 11.2 The Chairman asked Members to consider whether a response from the Fire Authority is required and if so what key messages should be included.
- 11.3 The Chairman's own approach was one of welcoming partnership working with all councils and representatives across the Authority's area, irrespective of whatever local government structures are in place but she wished to hear the views of other members before responding to the consultation.
- 11.4 Members discussed the paper and confirmed unanimously that a response to confirm the Authority's willingness to work with and support the decisions made within the review should be sent by the Chairman, however the decision is one for the people and authorities of Dorset.
- 11.5 **Action: The Chairman to respond to the consultation.**
- 11.6 **Resolved: That the Chairman respond to the consultation on the basis set out in minute 11.4.**

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12 Demonstration of Members Dashboard.

- 12.1 The Chairman welcomed the Head of Strategic Planning, Mr Bob Ford, to the meeting.
- 12.2 Mr Ford provided the Authority with a demonstration of the Members' dashboard and confirmed how it would be maintained and updated, noting that Members will be able to share this with their communities and review the performance of the service, thereby assisting members in their role on Local Performance and Scrutiny Boards.
- 12.3 The Chairman thanked Mr Ford for attending and provided her thoughts on how use of this system represents best practise for fire authorities.
- 12.4 Members asked how overall Authority performance will be reported and Mr Ford confirmed that this would be via the 6 month performance reports which would be brought to the Fire Authority meeting.
- 12.5 Members confirmed their satisfaction with the performance reporting structure and system.

13 Dorset & Wiltshire Fire and Rescue Authority quarterly Video

- 13.1 The Chairman welcomed the Head of Information Management and Communication, Mrs Vikki Shearing, to the meeting.
- 13.2 Mrs Shearing introduced the video advising that in compiling the video her team had engaged with the full workforce to achieve a wider audience. She also confirmed the intention for its use on social media.
- 13.3 Members expressed their appreciation for the video and asked if a shorter version could also be made available for them to use locally.
- 13.4 The Chairman thanked Mrs Shearing and her team.
- 13.5 **Action: Head of Information Management and Communication to provider a shorter version to Members of all future videos.**

14 Date of next meeting

- 14.1 The chairman confirmed with members the date of the next meeting of the Dorset & Wiltshire Fire and Rescue Authority, to take place Thursday 15th December 2016 at Dorset & Wiltshire Fire and Rescue Service Headquarters, Five Rivers Health & Wellbeing Centre, Hulse Road, Salisbury SP1 3NR from 10am.

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15 Exclusion of the Public

- 15.1 The Chairman addressed all attendees to confirm the closure of the meeting to the public with the following statement:
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 3 of Part 1 of Schedule 12A to the Act

16 Business Continuity – Industrial Action

- 16.1 The Chief Fire Officer took Members through the paper and the associated appendix and provided a presentation on the Services Industrial Action arrangements for assurance.
- 16.2 The Chairman took Members to the recommendations within the report and Members confirmed that they had reviewed and noted the report.
- 16.3 **Resolved: That the report be noted.**