

# **SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY**

## **Annual Meeting**

**26 JUNE 2017**

PRESENT: Councillor L Burgess (Chair)  
Councillor A Atkin (Vice-Chair)  
Councillors: S Ayris, A Buckley, M Clements, T Damms,  
P Haith, C Hogarth, C Ransome, C Rosling-Josephs and  
J Satur

CFO J Courtney, T/DCFO M Blunden, T/ACO M Mason,  
S Booth and AM S Helps (South Yorkshire Fire & Rescue  
Service)

N Copley, A Frosdick, M McCarthy, M McCoole and L Noble  
(Barnsley MBC)

A Rainford (Office of the Police and Crime Commissioner)

Apologies for absence were received from  
Councillor M Maroof, Dr A Billings, A Brown, D Terris and  
M Buttery

1 **TO APPOINT THE CHAIR OF THE AUTHORITY FOR THE ENSUING YEAR**

RESOLVED – That Members agreed that Councillor Burgess be appointed as  
Chair of the Authority for the ensuing year.

2 **TO APPOINT A VICE-CHAIR FOR THE AUTHORITY FOR THE ENSUING YEAR**

RESOLVED – That Members agreed that Councillor Atkin be appointed as Vice-  
Chair of the Authority for the ensuing year.

3 **CHAIR'S REMARKS**

Councillor Burgess requested that the Authority observed a minute's silence, in  
remembrance of those who had lost their lives, or were injured in the recent  
Grenfell Tower fire, in West London. It was noted that the Authority would continue  
to work hard to ensure the safety of people across South Yorkshire.

Councillor Burgess gave thanks to the former Members of the Authority for their  
service; Councillor Cave, who had been the Chair of the Authority and a Member of  
the Authority since 2008, together with Councillors Howard, Weatherall, Johnson,  
Hughes and Rooney. Councillor Burgess welcomed the new Members to the  
Authority; Councillors Damms, Rosling-Josephs, Clements and Hogarth. Councillor  
Maroof was not in attendance due to Eid-al-Fitr.

**4      MEMBERSHIP OF THE FIRE AND RESCUE AUTHORITY**

A report of the Clerk to the Fire and Rescue Authority was presented to inform Members of the membership of the Authority as notified by the District Councils:-

|           |   |
|-----------|---|
| Barnsley  | Councillors L Burgess and M Clements                                  |
| Doncaster | Councillors C Hogarth, P Haith and C Ransome                          |
| Rotherham | Councillors A Atkin and A Buckley                                     |
| Sheffield | Councillors S Ayris, T Damms, M Maroof, C Rosling-Josephs and J Satur |
| PCC*      | Dr A Billings - South Yorkshire Police & Crime Commissioner           |

*\*At the Authority meeting held on 13 February 2017, it was agreed that the South Yorkshire Police and Crime Commissioner (or his nominee) would become a Member of the Fire and Rescue Authority with full voting rights.*

RESOLVED – That Members noted the membership of the Authority as notified by the District Councils.

**5      REVIEW OF THE FIRE AND RESCUE AUTHORITY GOVERNANCE STRUCTURE**

A report of the Clerk to the Fire and Rescue Authority was submitted to provide an update on the operation of the Authority's governance structure, together with a request for Members to give consideration to a revision of the Audit and Governance Committee's Terms of Reference, membership, role and remuneration of Independent Members. Members were also asked to give consideration to increasing the number of Members sitting on the Performance and Scrutiny Board from 5 to 6.

Members noted that one of the recommendations, following the full review of the Authority's Governance Review undertaken in 2016, was to review the Authority's governance structure in a year's time (May 2017).

Councillor Haith suggested that the Annual Learning and Development event be held on one of the two Audit and Governance Committee meeting dates where an Authority meeting was not scheduled.

Councillor Ayris highlighted that the Independent Members had been unable to participate in the Task and Finish Group; he hoped that their views on the membership of the Audit and Governance Committee would be sought. Councillor Ayris expressed concern around the fresh approach to receiving reports which included the use of presentations and discussion forums, and the effect this may have on public accountability.

L Noble stated that the draft report had been provided to the Independent Members for comment prior to submission to the FRA.

Councillor Haith commented that reports would still be submitted to the Audit and Governance Committee, and that in addition officers would provide presentations to generate questions and debate.

**RESOLVED – That Members:-**

- a) Considered the Task and Finish Group's views on the various issues raised in respect of the Audit and Governance Committee.
- b) Increased the membership of the Audit and Governance Committee from 5 to 6 (to include 4 Labour Members and 2 Minority Party Members).
- c) Agreed an appraisal process for existing Independent Members after their first term of four years, and to remove the automatic re-appointment to the second term.
- d) Considered and approved an increase in the remuneration of all Independent (co-opted) members – including the Independent Chair of the Local Pension Board – from £278 per annum to £442.56 per annum with immediate effect.
- e) Considered amending the Authority's work programme in order that the Partnerships Annual Report be submitted to either the Authority or Stakeholder Planning Board.
- f) Considered the amendments to the Audit and Governance Committee's Terms of Reference at Appendix A.
- g) Considered and approved the increase in membership for the Performance and Scrutiny Board as set out in paragraph 13.

## **6 AUTHORITY GOVERNANCE ARRANGEMENTS**

A report of the Clerk to the Fire and Rescue Authority was presented to request the Authority to determine the appointment of Members to the Committees and Boards, and also the appointment of Chairs and Vice-Chairs of the Committees (other than the Appeals and Standards Committee).

**RESOLVED – That Members:-**

- i) Approved the meeting structure as detailed below:-

| <b>Committee/<br/>Working Party</b> | <b>Terms Of Reference</b>                                | <b>Members</b>                                       |
|-------------------------------------|--|--|
| Audit and Governance Committee      | The agreed terms of reference are set out at Appendix A. | Cllr P Haith (Chair)<br>Cllr S Ayris<br>Cllr T Damms |

**Fire and Rescue Authority  
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|                                       |  |   |
|---------------------------------------|--|---|
|                                       |  | <p>Cllr M Maroof<br/>Cllr C Ransome<br/>Cllr C Rosling-Josephs</p> <p>3 Independent Members:-<br/>Mrs A Bingham<br/>Mr C Wane<br/>Mr C Pilkington</p> |
| Appointments Committee                | The agreed terms of reference are set out at Appendix B. | <p>Cllr A Atkin<br/>Cllr L Burgess<br/>Cllr T Damms<br/>Cllr P Haith<br/>Cllr C Ransome<br/>Cllr J Satur</p>  |
| Appeals and Standards Committee       | The agreed terms of reference are set out at Appendix C. | <p>Cllr S Ayris<br/>Cllr A Buckley<br/>Cllr M Clements<br/>Cllr C Hogarth<br/>Cllr M Maroof<br/>Cllr C Rosling-Josephs</p>                            |
| Principal Officers Review Committee A | The agreed terms of reference are set out at Appendix D. | <p>Cllr C Ransome<br/>Cllr A Atkin (sub)</p> <p>Cllr P Haith<br/>Cllr J Satur (sub)</p> <p>Cllr M Clements<br/>Cllr A Buckley (sub)</p>               |
| Principal Officers Review Committee B | The agreed terms of reference are set out at Appendix D. | <p>Cllr A Atkin<br/>Cllr S Ayris (sub)</p> <p>Cllr C Hogarth<br/>Cllr A Buckley (sub)</p> <p>Cllr M Maroof<br/>Cllr P Haith (sub)</p>                 |
| Principal Officers Review Committee C | The agreed terms of reference are set out at Appendix D. | <p>Cllr S Ayris<br/>Cllr A Atkin (sub)</p> <p>Cllr A Buckley<br/>Cllr C Rosling-Josephs (sub)</p> <p>Cllr J Satur<br/>Cllr C Ransome (sub)</p>        |
| Performance and Scrutiny              | The agreed terms of reference are set out at Appendix E. | <p>Cllr A Buckley (Chair)<br/>Cllr S Ayris</p>  |

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|                            |  |   |
|----------------------------|--|---|
| Board                      |  | Cllr M Clements<br>Cllr T Damms<br>Cllr C Hogarth<br>Cllr C Ransome<br>Cllr J Satur |
| Stakeholder Planning Board | The agreed terms of reference are set out at Appendix F. | All FRA Members<br>Cllr J Satur (Chair)   |
| Corporate Advisory Group   | The agreed terms of reference are set out at Appendix G. | All FRA Members<br>(No Chair required)  |
| Joint Liaison Forum (JLF)  | The agreed terms of reference are set out at Appendix H. | All FRA Members   |

- ii) Noted the terms of reference of the Committees as set out in Appendices A to H.
- iii) Appointed Members to Committees and Boards where vacancies exist.
- iv) Appointed the Chair and Vice Chair (if required) of each Committee and Board (other than the Appeals and Standards Committee).

**7 FUTURE MEETING DATES 2017/18**

A report of the Clerk to the Fire and Rescue Authority was submitted to set out a schedule of meeting dates for the Authority in 2017/18.

**RESOLVED – That Members:-**

- i) Agreed the current governance framework of 8 meetings per year for both the Authority and 6 meetings of the Audit and Governance Committee underpinned by the Appeals and Standards Committee, Appointments Committee and the two Boards (Stakeholder Planning and Performance and Scrutiny).
- ii) Approved the suggested schedule of meeting dates for 2017/18 as set out below:-

| <b>Fire and Rescue Authority</b>     | <b>Audit &amp; Governance Committee</b> | <b>Performance &amp; Scrutiny Board</b> | <b>Stakeholder Planning Board</b> |
|--------------------------------------|---|---|-----------------------------------|
| 26 June 2017*<br>(Annual & Ordinary) |   | 15 June 2017                            | 14 June 2017                      |
| 24 July 2017*                        | 24 July 2017*                           |   |                                   |
|                                      |   |   |                                   |
| 18 September 2017*                   | 18 September 2017*                      | 7 September 2017                        | 13 September 2017                 |
| 16 October 2017*                     |   |   |                                   |
| 27 November 2017*                    | 27 November 2017*                       | 16 November 2017                        |                                   |

**Fire and Rescue Authority  
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Monday 26 June 2017**

|                                     |                   |                  |                  |
|-------------------------------------|-------------------|------------------|------------------|
|                                     |                   |                  | 13 December 2017 |
| 15 January 2018                     | 15 January 2018   |                  |                  |
| 12 February 2018                    |                   |                  |                  |
|                                     | 19 March 2018     | 22 March 2018    | March 2018**     |
| 9 April 2018                        |                   |                  |                  |
|                                     | 14 May 2018       |                  |                  |
| 25 June 2018<br>(Annual & Ordinary) |                   | 14 June 2018     | June 2018**      |
| 23 July 2018                        | 23 July 2018      |                  |                  |
|                                     |                   |                  |                  |
| 17 September 2018                   | 17 September 2018 | September 2018** | September 2018** |
| 15 October 2018                     |                   |                  |                  |
| 26 November 2018                    | 26 November 2018  | November 2018**  |                  |
|                                     |                   |                  | December 2018**  |

\* Meeting dates already arranged

\*\*Meeting dates to be arranged

**8     ARRANGEMENTS UNDER SECTION 41 OF THE LOCAL GOVERNMENT ACT 1985**

A report of the Clerk to the Fire and Rescue Authority was presented to request the Authority to consider the appointments of District Council representatives under Section 41 of the Local Government Act 1985.

RESOLVED – That Members agreed to appoint the following Members to answer questions at meetings of the constituent councils on the discharge of the functions of this Authority:-

| <b>Authority</b> | <b>Member</b>  | <b>Substitute</b> |
|------------------|----------------|-------------------|
| <b>Barnsley</b>  | Cllr L Burgess | Cllr M Clements   |
| <b>Doncaster</b> | Cllr P Haith   | Cllr C Hogarth    |
| <b>Rotherham</b> | Cllr A Atkin   | Cllr A Buckley    |
| <b>Sheffield</b> | Cllr J Satur   | Cllr T Damms      |

**9     OUTSIDE BODIES**

A report of the Clerk to the Fire and Rescue Authority was submitted in order for Members to consider whether the Authority wished to re-affiliate to the various outside bodies listed in the report and to consider representation of the Authority on outside bodies.

Councillor Ayris queried the substantial cost increase per active firefighter within the Pensions National Scheme Advisory Board levy, which increased from £2.07 in 2016/17 to £6.12 in 2017/18 per active firefighter.

Councillor Burgess requested that Members be provided with further information.

RESOLVED – That Members:-

- i) Agreed to re-affiliate to the various outside bodies listed in the report.
- ii) Agreed to appoint representatives to serve on the outside bodies as set out below for 2017/18, and that in accordance with Standing Order 24, the appointments continue until the next annual meeting of the Authority, or membership ceases:-

| <b>Outside Body</b>   | <b>Member Representation</b>                                       |
|---|--|
| <b>LGA General Assembly</b>                                 | S41 Members  |
| <b>LGA Fire Commission</b>                                  | Chair / Vice-Chair or their nominee                                |
| <b>LGA Urban Commission</b>                                 | Chair & Vice-Chair or their nominee                                |
| <b>LGA Rural Commission</b>                                 | Chair & Vice-Chair or their nominee                                |
| <b>Association of Metropolitan Fire Authorities (AMFRA)</b> | Chair & Vice-Chair   |
| <b>Yorkshire Purchasing Organisation (YPO)</b>              | Cllr Atkin   |
| <b>Yorkshire and Humberside Employers' Organisation</b>     | Cllr Pat Haith   |
| <b>Community Safety Partnerships (or equivalent)</b>        | Section 41 Members   |
| <b>SSUK Board</b>   | Section 41 Members   |
| <b>HOPE CIO Board – Trustee Members</b>                     | Councillors Rosling-Josephs and S Ayris                            |
| <b>Pensions: National Scheme Advisory Board</b>             | Part of Local Pension Board arrangements so no FRA Member involved |

- iii) Agreed to learning and development to support Members on Outside Bodies as part of the 2017/18 Learning and Development Schedule.
- iv) Be provided with further information on the cost increase on the Pensions National Scheme Advisory Board per active firefighter from 2016/17 to 2017/18.

CHAIR