

SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

ORDINARY MEETING

26 JUNE 2017

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

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 APOLOGIES

Apologies for absence were noted as above.

2 ANNOUNCEMENTS

M McCarthy requested that the Authority observed a minute's silence at 12 noon, in remembrance of those killed and injured in the recent incident at the Muslim Welfare House Mosque and Community Centre in Finsbury Park, London.

CFO Courtney stated that following the horrendous Grenfell Tower fire, in West London, that the Service had received requests for information and reassurance on almost a daily basis from various elements of Government; a great deal of activity was being undertaken in South Yorkshire.

AM Helps provided Members with a briefing on SYFR's follow up to the Grenfell Tower Fire:-

- Within South Yorkshire, a total of 198 buildings had been used for residential purposes which were 4 storeys or above. However the priority was the 43 known high rise residential buildings which were Local Authority (LA) owned/managed, the vast majority were located in Sheffield. Similar inspections for privately owned high rise buildings would take place w/c 26 June 2017.
- Business Fire Safety Inspectors (BFS) within South Yorkshire had completed risk hazard inspections in conjunction with local authorities at all 43 high rise buildings.

- The Fire and Rescue Service's responsibility for auditing premises was covered by the Regulatory Reform (Fire Safety) Order 2005 (RRO). In high rise accommodation this covered the Risk Assessment for the building, common areas within the building and the fire safety management systems in place within the building (common fire alarm systems, means of escape, ventilation etc).
- Within the individual flats, the Fire and Rescue Service had no responsibility under the RRO, as this was the responsibility of the LA under the Housing Act.
- Plans for Operational Crews to use in the event of an emergency were produced for high risk premises, and were referred to as Site Specific Risk Information (SSRI) plans. Operational crews were reviewing the current SSRI's for all high rise premises within their station ground, and additional support from BFS Inspectors were assisting in this process.
- Operational crews and Business Fire Safety Inspectors were providing reassurance to residents of those within high rise accommodation. A high visibility presence would continue for the foreseeable future. Information leaflets had been produced and were now being given to residents, which contained information around the 'Stay Put' Policy, Sprinklers, Cladding and the role of Business Fire Safety (BFS) under the RRO.
- In conjunction with LA housing, staff from Business Fire Safety and Emergency Response had been attending TARA meetings within Sheffield in order to provide reassurance and information regarding the Service's response following the Grenfell Tower fire in London.
- Further meetings throughout South Yorkshire were being planned by local authority housing and the Service would attend those meetings to provide reassurance and information.
- Managers within BFS had been meeting with LA Housing in order to discuss their response and future actions, and included conversations around sprinklers, cladding and risk assessments.
- Immediately after the Grenfell Tower fire, the Service had provided a message to the media and reassurance to the communities in South Yorkshire through a variety of media channels including radio, TV and written press with the focus and emphasis on reassurance and safety advice.
- All Operational staff had received information and briefings which included information regarding 'Stay Put', sprinklers, cladding and the role of BFS under the RRO.
- Through dialogue with LA Housing Managers, it was the Service's current view that no exterior cladding similar to that used on the Grenfell Tower, was present on South Yorkshire LA high rise residential buildings. All LA's had been asked to send samples for independent verification.
- South Yorkshire Fire and Rescue Service were obtaining information regarding external cladding from the LA's to compliment the current Risk Information held on the Service's files. All LA's had been required to submit samples to the Government of Exterior Cladding for testing.
- Following the national media attention, and subsequent questions regarding additional safety standards that could be applied in existing high rise residential buildings, the Service recognised and advocated the benefits of sprinkler systems. All new high rise residential buildings, above 30m were

- required to fit sprinkler systems (Approved Document B 2007 – ADB 2007). However, there was no legislation that required residential high rise buildings before 2007 to be fitted with sprinklers retrospectively.
- South Yorkshire Fire and Rescue Service had a position statement on the benefits of sprinklers and were advocates of their use.
 - The Service currently, through the SSCR fund were working with Partners to introduce sprinklers to premises where there were known risks.
 - The Service was pleased that Sheffield City Council had taken the decision to bring forward their plans for retrofitting sprinklers in their high risk accommodation, which built upon on the success of the nationally recognised Callow Mount project which was undertaken on a 13 storey block with 47 flats fitted with sprinklers, at a cost £1150 per flat. Ongoing conversations with other LA's indicated a similar approach was being considered.
 - Rotherham LA currently had only one high rise residential building, which had recently been retrofitted with sprinklers.
 - The Service had seen a noticeable increase in the requests for Home Safety Advice, through its Hotline which was estimated to be around 300% increase in requests.
 - A review of primary fires in residential high rise accommodation had been undertaken. Within Barnsley during 2016, the Service had attended 3 incidents which equated to 0.4% of total fires in South Yorkshire. Rotherham attended 2 incidents which equated to 0.3%. Doncaster attended 4 incidents which equated to 0.6%. Sheffield attended 30 incidents, equating to 4.2%. During 2017, the Service had attended within Barnsley 2 incidents, Rotherham 1, Doncaster 0, Sheffield 9. A 5 year overview was available and would be forwarded to Members for their information.

AM Helps provided Members with an update following a test result of the external cladding:-

- On the morning of Saturday 24 June, the Service had received notice from the National Fire Chief Council on the residential flat Silverwood House, Elsworth Court, Doncaster, DN1 3RN, which was an 18 floor residential high rise with 125 flats.
- Having received notification that the external cladding which was fitted to Silverwood House, had been classified as category 2, following tests which had been carried out by Government experts, SYFR BFS in conjunction with the Responsible Persons from St Leger homes, had met at Silverwood House, Doncaster at 12.00pm on 24 June 2017, in order to review the building risk assessment.
- AM Helps confirmed that St Leger had appointed contractors who would begin removing the external cladding on 26 June 2017 and that the process was expected to be completed by 29 June 2017. In addition, fire wardens had been established within Silverwood House, operating 24 hours a day until such time as the exterior cladding was removed. St Leger Homes had communicated their intentions to all of the residents within Silverwood House, a total of 125 flats and residents were supportive of the action being taken.
- A press release would be made today by DMBC.

- AM Helps confirmed that the crews from Doncaster would today update their SSCR and conduct a test of the dry riser on 26 June 2017.
- The inspection conducted had provided a level of reassurance regarding the management systems and the physical state of Silverwood. AM Helps was encouraged by what he had been presented with and the information received as a result. Doncaster crews had undertaken an additional risk assessment.
- Silverwood House would be subject to a full Fire Safety audit towards the end of next week.

AM Helps provided Members with an update on the NHS buildings:-

- Over the weekend a significant number of requests had been received from NHS building stock and those around country had done the same. NFCC was currently working with the NHS to provide more clarity on the type of buildings they wished the local fire services to provide guidance and support in relation to fire safety audits. AM Helps would provide Members with more information as it became apparent over the forthcoming days.
- AM Helps provided Members with reassurance that the Service had a grip on the situation within South Yorkshire which was dynamic and would occupy the Service's thoughts and time for a considerable amount of time in the future.

3 URGENT ITEMS

None.

4 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS

None.

5 DECLARATIONS OF INTEREST BY INDIVIDUAL MEMBERS IN RELATION TO ANY ITEM OF BUSINESS ON THE AGENDA

None.

6 REPORTS BY MEMBERS

None.

7 RECEIPT OF PETITIONS

None.

8 TO RECEIVE ANY QUESTIONS OR COMMUNICATIONS FROM THE PUBLIC, OR COMMUNICATIONS SUBMITTED BY THE CHAIR OR THE CLERK AND TO PASS SUCH RESOLUTIONS THEREON AS THE STANDING ORDERS PERMIT AND AS MAY BE DEEMED EXPEDIENT

None.

9 MINUTES OF THE AUTHORITY MEETING HELD ON 3 APRIL 2017

Councillor Ayris referred to the Integrated Risk Management Plan (IRMP) 2017-20. He queried whether Members had been provided with a point by point explanation of the points raised within Councillor Cowles' letter, and whether there had been further dialogue with the Fire Brigades Union (FBU) in relation to the alternatives.

T/DCFO Blunden stated that an update would be provided at the Joint Liaison Forum Meeting today (JLF) in relation to the progress being made with the FBU. In relation to the IRMP, the Service engaged with all stakeholders including the FBU, Fire Officers Association and other unions across the Service, and their feedback had been taken into account in forming the IRMP, which had set the direction of travel. The Service would continue to discuss the service provision and further discussions would be undertaken if any changes should happen to the budget between now and the fixed term of 2019/2020. In relation to the feedback from Councillor Cowles' letter, it had been captured in the minute on pages 7 and 8.

Councillor Ransome recalled a number of questions that had been asked at the last meeting in relation to night time fires, fatalities and poor publication of the awareness of events. She queried whether this information would be provided to Members.

T/DCFO Blunden commented that he was fairly certain that he had captured all of the information requested by Members at the last meeting, and that he had spoken to M McCarthy to ensure that the responses were aligned within the minutes to the questions asked. He would ensure that the all of the responses were covered, if the Authority considered that these had not all been covered within the minutes.

RESOLVED – That the minutes of the Authority meeting held on 3 April 2017 be agreed and signed by the Chair as a correct record.

10 MINUTES OF THE EXTRAORDINARY AUTHORITY MEETING HELD ON 15 MAY 2017

RESOLVED – That the minutes of the Extraordinary Authority meeting held on 15 May 2017 be agreed and signed by the Chair as a correct record.

11 SOUTH YORKSHIRE DEMENTIA ACTION ALLIANCES - DEMENTIA, FIRE AND HOME SAFETY PROJECT VIDEOS

AM Helps informed Members that the South Yorkshire Dementia Action Alliance had been successful with Round 2 funding through the SSCR projects, and had been co-ordinating work on behalf of all the four Dementia Action Alliances across South Yorkshire, in order to raise the fire safety agenda for those living with and caring for people with dementia. A total of 15,000 people across South Yorkshire had been diagnosed with dementia, with many more yet to be diagnosed; there was a strong correlation between accidental fires in the home and dementia. DMBC had recently awarded the Service and South Yorkshire Dementia Action Alliance with an award as a result of the publication of the Dementia, Fire and Home Safety Project video and the ongoing work with the theme. The Service had hosted

Memory Cafes outside of Adwick Fire Station, with additional cafes to be opened at Cudworth and Birley in due course.

It had been determined following external research on the social return on investment for the funding allocated to the project that for every £1.00 spent on the project a total of £11.40 was identified as a return on investment.

Councillor Ransome queried whether the Dementia, Fire and Home Safety Project video was shown in doctor and dentist surgeries.

AM Helps stated that all interaction alliances had copies of the Dementia, Fire and Home Safety Project video for use as part of their ongoing work with those living and caring for people with dementia. The video had also been shared with the National Fire Chief Council, and was beginning to be shown to NHS staff. Doctors' surgeries tended to be privately owned companies, which presented challenges and cost implications in the videos being shown. DMBC had received a copy of the video, to be shown at the Civic Centre. The video was also available online through the South Yorkshire Fire and Rescue Service website:-
<http://www.syfire.gov.uk/south-yorkshire-dementia-project-wins-doncaster-partnership-award/>

Councillor Hogarth queried whether the Service had considered providing leaflets to electrical appliance retailers, to be handed out to those customers purchasing cookers, in order to provide chip pan safety advice.

AM Helps agreed to establish whether it was part of national good practice, and if it was considered as a viable option, he would provide feedback to Members.

Councillor Damms agreed to ensure that Sheffield's 60+ TARA's received the link to the online video.

Councillor Burgess considered that the links to the health service were vital in order for individuals to receive an early diagnosis of dementia; the importance of networking and the work undertaken through the alliances was paramount.

RESOLVED – That Members received the South Yorkshire Dementia Action Alliances video.

12 LEAD MEMBERS: ANNUAL REVIEW AND FORWARD LOOK

A report of the Clerk to the Fire and Rescue Authority was submitted to examine the existing Lead Member roles and make recommendations for these to continue.

The Service requested the nomination of a Lead Member to support the collaboration with South Yorkshire Police, to be appointed onto the Police and Fire Delivery Board.

RESOLVED – That Members agreed:-

i)

Area	Lead Member
Strategic Partnerships (Health, Community Safety etc.)	<u>S41 Members</u> Cllr Linda Burgess (Barnsley) Cllr Alan Atkin (Rotherham) Cllr Jackie Satur (Sheffield) Cllr Pat Haith (Doncaster)
Member Learning and Development	Cllr Linda Burgess
Risk Management (Audit)	Cllr Pat Haith (<i>as Chair of Audit & Governance Committee</i>)
Performance and Scrutiny	Cllr Alan Buckley (<i>as Chair of Performance and Scrutiny Board</i>)
Stakeholder Engagement	Cllr Jackie Satur (<i>as Chair of the current Stakeholder Engagement Board</i>)
Health and Safety	Cllr Alan Buckley
<i>Lifewise Governance Board</i>	Cllr Jackie Satur The Lifewise Governance Board was dissolved on 8th May 2017. Lead Member role no longer required.
Equality and Inclusion	Cllr Chris Rosling-Josephs

- ii) That Councillor Jackie Satur be appointed as Lead Member of the Police and Fire Delivery Board.

13 MEMBER LEARNING AND DEVELOPMENT - REVIEW AND THE YEAR AHEAD

A report of the Clerk to the Fire and Rescue Authority was presented to provide Members with a review of the learning and development undertaken in 2016/17, a forward look to learning and development in 2017/18, together with a wider regional and sub-regional position.

The Authority had been the first FRA in the Yorkshire and Humberside region to be awarded Regional Charter Status in March 2012, and following re-assessment in February 2016 had retained its Regional Charter Status for a further three years (to 2019). The Authority remained the only Yorkshire and Humberside Fire and Rescue Authority with Charter status. L Noble would shortly contact Members, in order to offer the annual development discussions and to formulate the 2017/18 learning and development schedule, to which she would consult with Councillor Burgess, the Lead Member on learning and development.

Councillor Burgess commented that she was pleased that the Authority had Regional Charter Status in recognition of the excellent work undertaken by Members. She gave thanks to the existing Members for the development work undertaken, and she looked forward to the continued support and to work with L Noble on the individual reviews.

RESOLVED – That Members:-

- i) Noted the skills, learning and development acquired in 2016/17.
- ii) Agreed to a process of Development Discussions between July 2017 and the end of August 2017 for all new and existing Members which would inform an appropriate and targeted Learning and Development Schedule for 2017/18.
- iii) Noted the regional and sub-regional position.

14 YEAR END OUTTURN REPORT 2016/17

A report of the Chief Fire Officer and Chief Executive and Clerk and Treasurer was presented informing Members of the final revenue and capital outturn position for the financial year ended 31 March 2017, together with an updated total reserves position alongside a narrative commentary to help explain the key financial changes that had led to this year end position when compared to the approved revenue and capital budgets.

Councillor Ransome stated that the reserves were constantly increasing. She queried whether it was wise, in the current time of austerity, whether reserves would be better spent on keeping the public safe. She referred to the control budget of £1.98m which had originally been based on 28 full time equivalent staff, but had since been reduced to 24 staff, and she queried whether the reduction in Control Room staff had increased the risk to the public in South Yorkshire. Councillor Ransome also queried the steps being taken to reduce agency staff, which currently totalled £235k.

S Booth stated that the Service's level of reserves were committed. An efficiency plan had been published to provide a clear articulation of how the reserves would be utilised. It had been approved by DCLG that approximately £14m in reserves would be used from the £21m available to reinvest in infrastructure. He considered that it was necessary to review the reserves strategy again alongside the medium term financial plan, to be presented to the Authority in the autumn.

T/DCFO Blunden stated that the people of South Yorkshire were safe with the resources currently available. The number of calls received by the Control Room staff and the number of incidents the Service had attended were significantly less than when the budget was set. It was considered that 24 members of Control Room staff were sufficient for the number of fire calls received, and was comparable to other fire and rescue services across the country.

S Booth stated that the agency staffing costs had totalled £235k within the context of support staff of a £6m budget. Agency staff had been used to support and strengthen service delivery within Community Safety, Asset Management and Property, Procurement and Central HQ reception and had been offset by a number of other small staffing changes. The Service would always envisage to reduce the amount of agency staff where sensible to do so. A new structure would be

developed within Property Services, to move away from the agency staff, as seen as part of last year's financial outturn.

CFO Courtney stated that whilst the reason the Service had to make the changes over the last number of years had been due to austerity, the timing had been governed by the rate at which individuals had retired from the organisation. As a metropolitan fire and rescue service, the Service had been hit very hard in terms of the cuts to its budget in the first two years; it had been unclear whether the Service would receive significant cuts to the budget in the future. As individuals retired from the Service, the Service had been left with an underspend situation which had been placed into reserves, safe in the knowledge that should the cuts imposed upon the Service begin to outstrip the rate at which individuals retired, the reserves could be utilised to pay the wages. In 2016, the Government had provided an opportunity to provide a fixed funding position through to 2020, in return for an efficiency plan that the Service was able to start to consider how to utilise the very significant reserves that had accumulated over the 5 to 6 year period, hence the proposals around capital expenditure which would prevent the Service from having to borrow money, which would have had an implication on the revenue position.

Councillor Ayris queried how the whole time employee figures had been influenced by the temporary promotions. He requested that Members be provided with the details of how much of the income had derived from the Safety Solutions UK Limited. Councillor Ayris also sought assurance that where required, all expenditure had been subject to the appropriate quotation and tendering requirements within the contract standing orders.

CFO Courtney stated that the temporary promotions did not impact upon the number of individuals wearing uniforms. Temporary promotions would be implemented when a more senior member of staff retired, which would create a gap to be filled by a lower ranked member of staff. He was unable to provide Members with retrospective assurance in relation to the contract standing orders, but he gave Members assurance going forward that every process would be undertaken appropriately.

Councillor Burgess thanked Members for their questions and comments, and thanked S Booth for his report.

RESOLVED – That Members:-

- a)** Approved and endorsed the positive revenue operating outturn position of £0.645m underspend when compared to the budget of £47.829m.
- b)** Agreed the capital expenditure outturn and in so doing approved the reprofiling of the 2017 to 2020 Capital Programme in accordance with that shown in Appendix B.
- c)** Approved the summary statement of reserves (Section C) which showed total reserves of £24.839m, split Earmarked Reserves £21.058m and General Reserves of £3.781m for the year ended 31st March 2017.

- d) Approved the carry forward requests as set out in Appendix C totalling £245k into 2017/18.
- e) Be provided with the details of how much of the income had derived from the Safety Solutions UK Limited.

15 NJC FOR LOCAL GOVERNMENT SERVICES - NATIONAL PAY SPINE REVIEW

A report of the Director of Service Development was submitted to advise Members of the on-going national negotiations relating to the agreed review of the National Pay Spine applicable to Support Staff conditioned to the “Green Book” national conditions of service.

T/DCFO Blunden reported that in 2019/2020 there would be an impact on the Authority’s finances which had not been budgeted within the medium term financial plan of between £60,000 and £70,000 when the national negotiations were concluded, or in the event of no national negotiations, a report would be presented to the Authority to request a decision or to inform of the outcome following negotiations.

Councillor Haith anticipated that an update could be provided at the Yorkshire and Humber Employers’ Association meeting held on 13 July 2017.

Councillor Atkin referred to the recent tragic events throughout the country. He hoped that Government would take notice of the public in recognising that the emergency services and NHS had done a terrific job during the recent tragedies. He hoped that they would look favourably towards the 1% cap, and that they would provide funding for this.

RESOLVED – That Members noted the report.

16 REVIEW OF ORGANISATIONAL ARRANGEMENTS RELATING TO
PROCUREMENT AND PROPERTY FUNCTIONS

A report of the Director of Support Services was submitted providing Members with a fuller understanding and update of the relevant property-procurement issues being tackled, and an assurance that the management actions already in train and those currently being worked up would have a significant and lasting positive impact.

Members recalled that the Service’s procurement practices and property related contracts had been under scrutiny due to a number of control issues for the previous two financial years, which had led to the publication of adverse Internal Audit reports. KPMG LLP, the external auditor, had issued a qualified Value For Money (VFM) Conclusion in 2015/16, and it was expected that a qualified VFM Conclusion would also be given for 2016/17.

Members noted that a new Property Services structure had been implemented in February 2017, following the appointment of a new Property Services Manager, together with two qualified surveyors who were starting to make a positive

difference. Positive messages were starting to be received to indicate that it was becoming a much more responsive and customer focused Property Services team. A business case proposal had recently been supported by the Executive for further additional resources on a medium term basis of up to 2 years.

S Booth's aim was to focus resources largely on the capital programme, ensuring contractual contracts were in place for repairs and maintenance. Property Services was currently working towards the end of an 8 week challenge to address at least three reactive property related matters on each station that had so far not been effectively managed and dealt with. At the start of the challenge there had been 400 FS500 requests for repairs and maintenance, which within 2 weeks of the challenge, Property Services had reduced by 25%. S Booth referred to the work undertaken with the Head of Finance and Internal Audit to look at the payment, order and requisitioning processes. A training pack would shortly be rolled out across the Service. S Booth gave thanks to N Copley and his team for their assistance.

S Booth had sought support from N Copley in relation to improving the procurement services available, to which C Arnold, Head of Strategic Commissioning and Procurement, an interim at BMBC, had provided assistance; a 25 point action plan had been produced. A recruitment and selection process was currently underway to obtain an interim resource on a 12 month basis to help to lead up the team and deliver the 25 point action plan.

Members noted that South Yorkshire Police (SYP) had a regional procurement team. The Service had started to discuss collaboration issues with SYP who had in turn included SYFR as a named authority on the contracts let out by SYP. The Service had also discussed procurement with Yorkshire Purchasing Organisation (YPO) and had recently received an enquiry from West Yorkshire Police in relation to collaboration.

Councillor Ransome stated that the matter would cost the Authority a substantial amount of money which would be picked up by the tax payer. She welcomed S Booth on his appointment and thanked him for the work undertaken.

It was noted that within the first 3 months in the region of £65,000 had been saved from procuring goods and services more efficiently.

Councillor Satur queried an estimate of the costs the Service was likely to invest in the additional financial resources, and where those resources would be secured from.

S Booth stated that there would undoubtedly be a cost, although it was expected to deliver some savings. The Service would try to keep it cost neutral for the plans in place through the medium term financial plan for 2017/18 and 2018/19 and would still be delivered within the resources made available to procurement.

Councillor Ayris referred to the Service working very closely with a number of organisations, and he queried whether these had been subject to competitive tendering or quotations. He queried whether there was a budget for the Peer

Review. He also queried whether consideration had been given to contracting out the services for property or procurement.

S Booth stated that the Service had worked with a number of organisations through the NHS SBS framework agreement. In relation to the Peer Review, options had been considered to which YPO, SYP, N Copley and C Arnold had been approached in relation to procurement matters. It had been ascertained that C Arnold was the best fit for the organisation, at no charge to the Service.

Councillor Ayris queried how the matter would feature in the Authority's work programme.

Councillor Burgess stated that she would give consideration to how the Authority operated and made decisions, and how Members had the opportunity to ask questions. She thanked S Booth for the report presented and for the work undertaken.

Councillor Haith welcomed the report and the progress made so far. She particularly welcomed the savings made.

RESOLVED – That Members:-

- i) Noted the contents of the report.
- ii) Supported and endorsed the approach being taken by SYFR to strengthen the governance and control framework, to improve the service offer and value provided by the in-house Property Services and Procurement functions.

17 FIRE AND RESCUE NATIONAL FRAMEWORK FOR ENGLAND: IMPLICATIONS FOR SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY - UPDATE

A report of the Chief Fire Officer and Chief Executive/Clerk to the Fire and Rescue Authority was presented to provide an update of the Service's current status against the requirements set out in the Fire and Rescue National Framework.

Councillor Haith queried whether the Government would strengthen the Fire and Rescue National Framework, following the recent Grenfell Tower fire in London.

T/DCFO Blunden stated that the Fire and Rescue National Framework was due to be revised later in the year, although the expectation of the Service was that it would be pushed back into early 2018; the Authority would be provided with further information as soon as possible.

RESOLVED – That Members:-

- i) Endorsed the report.
- ii) Noted that the Service was totally compliant with the Fire and Rescue National Framework for England.

18 ANNUAL REVIEW OF RISK MANAGEMENT 2016/17

A report of the Chief Fire Officer and Chief Executive/Clerk to the Fire and Rescue Authority was presented to set out the Authority's and Service's arrangements for managing risk in accordance with the Authority's Corporate Risk Management Policy and Strategy, together with the Governance arrangements around Corporate Risk Management and risk management developments during the year.

Councillor Haith queried whether the review of the Procurement Guide and Budget Managers Handbook had been completed.

S Booth stated that this formed part of the Peer Review process undertaken to look at the toolkit available to procurement officers. As part of the Action Plan, a half day workshop would be held with C Arnold and Barnsley colleagues to review their toolkit and establish how it could be applied across into SYFR, and how to expand and improve upon that toolkit.

RESOLVED – That Members considered the Risk Management Annual Report, and the assurance provided, as part of its overall consideration of the Authority's control framework for the purposes of the Annual Governance Statement (AGS).

19 ANNUAL SCRUTINY REVIEW AND UPDATE

A report of the Clerk to the Fire and Rescue Authority was submitted to provide Members with a summary of key scrutiny activity undertaken in the past year (June 2016 - June 2017).

L Noble stated that membership of the Performance and Scrutiny Board had been reviewed in 2016 and had impacted on the level of scrutiny provided. It was the intention of Councillor Buckley, Chair of the Performance and Scrutiny Board, to discuss the work programme at the Board meeting in September 2017, given the requirement within the Fire and Rescue National Framework published in 2012, which required all fire and rescue authorities to have a separate scrutiny function.

Councillor Buckley added that the Board meeting in September 2017 would be utilised as a refresh and starting point for the newly appointed Members onto the Board, together with the intention to focus on key items and extend the role of scrutiny performance.

Councillor Ransome queried whether the Board, when considering the Thomas Review, would invite FBU members to attend the meeting to provide comments.

Councillor Buckley stated that it was within the remit of the Board to invite outside bodies to the meetings; the Board would extend the invitation to FBU members, if it was considered appropriate.

RESOLVED – That Members:-

- i) Noted the scrutiny activity from June 2016 to the present.

- ii) Continued to support themed scrutiny reviews and post-implementation reviews, as appropriate.
- iii) Supported the referral process for any topic or area from other Authority Committees/Boards etc. to the Performance and Scrutiny Board as appropriate.
- iv) Continued to support scrutiny and challenge across the full range of Fire Authority meetings.

20 ANNUAL CORPORATE PERFORMANCE REPORT FOR 2016/17

A report of the Chief Fire Officer and Chief Executive/Clerk to the Fire and Rescue Authority was presented to provide Members with the Annual Corporate Performance Report for 2016/17, together with the 2016/17 quarterly and monthly dashboards and details of any Regulation of Investigatory Powers Act 2000 (RIPA) activity undertaken.

Members noted that the report had been presented to the Performance and Scrutiny Board meeting held on 15 June 2017. The following exception reports had been included for the following performance indicators:-

- LPI 1.1 – Number of Primary Fires.
- LPI 1.2 – Accidental Dwelling Fires.
- LPI 1.4 – Accidental Dwelling Fire Deaths and Injuries.
- LPI 1.7(a) – Primary Arson Incidents.
- LPI 1.7(b) – Secondary Arson Incidents.

Councillor Haith queried the percentage of Operational Personnel currently undertaking operational duties who were qualified in Immediate Emergency Care under LPI 3.15 which totalled 45.78%, in comparison to most of the other training which totalled in the region of 100%.

T/ACO Mason stated that the course had initially been non-mandatory, but that it had since become a mandatory course with a 100% target. Difficulties had been encountered with firefighters completing the night time shifts to undertake the 4 day course, and methods were being considered to resolve the issue.

RESOLVED – That Members:-

- i) Endorsed the contents of the report.
- ii) Scrutinised and commented on the information presented in the report.
- iii) Noted that accidental dwelling fires were at their lowest ever in South Yorkshire during 2016/17.
- iv) Noted that SYFR had the lowest number of accidental dwelling fires per 10,000 population, out of the metropolitan fire and rescue services during 2016/17.

21 PERFORMANCE MANAGEMENT FRAMEWORK - TARGETS 2017/18

A report of the Chief Fire Officer and Chief Executive/Clerk to the Fire and Rescue Authority was submitted to present the Performance Management Framework and targets for 2017/18.

Members noted that the draft Performance Management Framework for 2017/18 had been presented to the Authority on 3 April 2017, and was reviewed annually. Provisional targets had been set for the first quarter of 2017/18 and had been adjusted to take into account the final outturn figures for 2016/17. Members would continue to receive quarterly monitoring reports.

RESOLVED – That Members:-

- i) Endorsed the contents of the report.
- ii) Agreed the targets for 2017/18.

22 DRAFT MINUTES OF THE AUDIT AND GOVERNANCE COMMITTEE HELD ON 15 MAY 2017

RESOLVED – That the Authority noted the draft minutes of the Audit and Governance Committee held on 15 May 2017.

23 KEY ISSUES ARISING FROM THE PERFORMANCE AND SCRUTINY BOARD HELD ON 16 MARCH 2017 AND 15 JUNE 2017

Members were presented with a key issues paper arising from the Performance and Scrutiny Board meetings held on 16 March 2017 and 15 June 2017.

RESOLVED – That Members noted the paper.

24 MINUTES OF THE YORKSHIRE AND HUMBER EMPLOYERS' ASSOCIATION HELD ON 4 APRIL 2017

RESOLVED – That the Authority noted the minutes of the Yorkshire and Humber Employers' Association held on 4 April 2017.

CHAIR