

## **SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY**

**17 SEPTEMBER 2018**

PRESENT: Councillor C Lamb (Chair)  
Councillor A Atkin (Vice-Chair)  
Councillors: R Taylor, C Ross, T Hussain, S Ayris,  
M Clements, T Damms, P Haith, C Hogarth, C Ransome and  
J Satur

CFO J Courtney, QFSM, ACFO A Johnson, S Booth and  
L Murray (South Yorkshire Fire & Rescue Service)

D Terris, A Brown, M McCarthy, M McCoolle, D Cutting and  
I Rooth (Barnsley MBC)

M Buttery (Office of the South Yorkshire Police and Crime  
Commissioner)

Apologies for absence were received from Dr A Billings,  
N Copley, A Frosdick, L Noble and DCFO M Blunden

### 1 APOLOGIES

Apologies for absence were noted as above.

### 2 ANNOUNCEMENTS

None.

### 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

Members provided a summary of the visits and meetings attended since the last Authority meeting held on 23 July 2018. Visits had been made to a number of premises which supported and housed individuals with autism, mental health and physical disabilities, which had received sprinkler installation following SSCR

funding. Members had also visited Rotherham Fire Station's open day, the Bradway Fun Day at which a crew from Low Edges Fire Station had been in attendance, the Control Room and the Communications Department at Fire Headquarters.

All Members would be provided with a copy of SYFR's Workforce Diversity Profile, which had been provided to a Member at a recent Equality and Inclusion Improvement Board meeting.

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 23 JULY 2018

Members requested that consideration be given to the Facilities Management's tender documentation specifying that contractors would pay the foundation living wage to their employees.

Members requested that a report be submitted to the Authority, to provide the details of the full financial implications in relation to the detriment claims relating to Close Proximity Crewing (CPC) as a matter of urgency upon conclusion of the hearing, which was scheduled to be held during the last week of September and the first two weeks of October 2018.

It was agreed that the Performance and Scrutiny Board would consider, as part of its work programme, SYFR's staffing review, following the reorganisation undertaken and the review of the Facilities Management contract.

In relation to the outcome of the Facilities Management tender exercise, the evaluation process had concluded that a contract would be awarded to a nominated preferred bidder for Lot 1 for hard FM. Lots 2 and 3 in relation to soft FM and integrated FM had been cancelled; no new contractors had been appointed to the soft FM. It was proposed to continue to utilise the current incumbent suppliers for cleaning services, waste management, pest control and grounds maintenance. Invitations would now be sought for the separate lots for each of the activities which fell beneath the soft FM. J.F. Tomlinson, from Beeston, Nottingham had been nominated as the preferred supplier; a 10 day standstill period, due diligence and a 4 week mobilisation would now be undertaken. No tenders had been received from South Yorkshire based firms.

RESOLVED – That Members:-

- i) Agreed that the minutes of the meeting held on 23 July 2018 be signed by the Chair as a correct record.
- ii) Noted that a report be submitted to the Authority, to provide the details of the full financial implications in relation to the detriment claims relating to Close Proximity Crewing (CPC) as a matter of urgency upon conclusion of the hearing.
- iii) Agreed that the Performance and Scrutiny Board would consider, as part of its work programme, SYFR's staffing review.

10 PROGRESS REPORT ON ESTATES AND FACILITIES SERVICE IMPROVEMENTS

A report of the Chief Fire Officer and Chief Executive was submitted detailing progress on improving the Estates and Facilities Service (formerly Property Services) within South Yorkshire Fire and Rescue (SYFR). An unqualified Value For Money opinion had been received for the Procurement service from SYFR's external auditors. The Authority would be provided with updates on Estates and Facilities only from this point forward.

Members noted that separate structure reviews for SYFR and SYP were currently being undertaken, together with the Estates strategy for SYP and an Asset Management Plan for SYFR, with a view to eventually being brought into one structure. The terms of reference and scope had been drafted to enable future consideration, and would shortly be presented to the Fire and Police Collaboration Delivery Board. Members would be provided with a copy of the existing structure chart, together with the draft structure chart which was under development.

Engagement had been made with the Chartered Institute of Public Finance and Accountancy (CIPFA), who had a best practice model which would be used to deliver the Asset Management Plan, policy strategy and action plan in liaison with the Estates and Facilities team. The current estimated cost for the work undertaken by CIPFA was £12,000, which was envisaged to be completed by the end of the year.

Members suggested that in the future, consideration should be given to securing planning permission for the sites of former fire stations, prior to sale, which had the potential to increase the capital revenue.

The Head of Joint Estates (SYFR and SYP) was a member of the Joint Assets Board at Sheffield City Region (SCR), which received early information on funding opportunities. She was liaising with SCR regarding the One Public Estate Seven Programme, which may focus upon collaboration opportunities; the prospectus was expected later in the month. Members would be provided with feedback as the matter progressed.

RESOLVED – That Members:-

- i) Noted the contents of the report.
- ii) Endorsed the ongoing, positive progress and improvements made so far in Estates and Facilities as part of the Service's improvement journey towards becoming an effective and efficient support service of SYFR.

**11 POLICE AND FIRE COLLABORATION BOARD UPDATE**

A report of the Chief Fire Officer and Chief Executive provided Members with an update on the progress being made on current areas of collaboration with South Yorkshire Police (SYP), a view on the continuing fire – fire collaboration and background information on the Policing and Crime Act 2017. The report formed a standing agenda item on all Authority meetings.

On 23 July 2018 the Section 1 Legal Agreement had been formally signed by SYP and SYFR.

The Ambulance Service was in a process of constant change, which had proved difficult for wider blue light collaboration. Matters were progressing with the installation of defibrillators at some SYFR stations; work was ongoing to ascertain which fire stations would be utilised, together with training and maintenance of the equipment.

Members noted the draft infographic of 'Our Collaborative Journey' to date. M Buttery would provide Members with an updated version of the infographic.

RESOLVED – That Members noted the contents of the report.

**12 REVISED FIRE AND RESCUE NATIONAL FRAMEWORK FOR ENGLAND - ASSESSMENT OF SOUTH YORKSHIRE FIRE AND RESCUE'S COMPLIANCE**

A report of the Chief Fire Officer and Chief Executive/Clerk to the Fire and Rescue Authority was submitted providing gap analysis against the revised Fire and Rescue National Framework for England, which had shown that SYFR was compliant with all of the requirements set out within the revised National Framework.

RESOLVED – That Members:-

- i) Endorsed the contents of the report.
- ii) Agreed that there were no areas for improvement to be referred onto the Performance and Scrutiny Board.

**13     LOCALISM ACT 2011 - ARRANGEMENTS FOR DEALING WITH ETHICAL STANDARDS COMPLAINTS: APPOINTMENT OF INDEPENDENT PERSONS**

A report of the Clerk and Treasurer sought Authority confirmation of the recent appointment of two Independent Persons to assist the Monitoring Officer in dealing with Ethical Standards complaints as required by the relevant provisions of the Localism Act 2011.

In April 2018, a recruitment process had commenced to appoint two Independent Persons, and the shortlisted candidates had been interviewed on 17 July 2018. The appointed individuals would serve on the Authority for a four year term, and receive an annual allowance of £737.00 paid monthly, to be split equally between the Authority, Barnsley MBC and Sheffield CC.

RESOLVED – That Members confirmed the appointment of Ms J Cairns and Mr D Waxman as Independent Persons for the purposes of the relevant provisions of the Localism Act 2011 for the remainder of the municipal year, subject to reappointment on an annual basis at the Annual Meeting of the Fire and Rescue Authority; such reappointment not to extend beyond May 2022.

**14     CONFERENCE REPRESENTATION - LOCAL GOVERNMENT ASSOCIATION (LGA) ANNUAL FIRE CONFERENCE AND EXHIBITION 2019 ON 12 - 13 MARCH 2019**

A report of the Clerk to the Fire and Rescue Authority sought expressions of interest from Members to attend the LGA Annual Fire Conference and Exhibition 2019, on Tuesday 12 – Wednesday 13 March 2019, at the Hilton Brighton Metropole Hotel, Brighton.

Members were requested to inform the Deputy Clerk of their expressions of interest to attend the event.

RESOLVED – That Members approved representation at the LGA Annual Fire Conference and Exhibition 2019.

**15     AUDIT AND GOVERNANCE COMMITTEE ANNUAL REPORT 2017/18**

The Audit and Governance Committee Annual Report for 2017/18 was submitted for consideration.

Members noted that, in support of good governance, the Audit and Governance Committee produced an Annual Report for the Authority which outlined the role of the Audit and Governance Committee, the responsibilities undertaken by its Members and the programme of work.

Councillor Lamb expressed his thanks to Councillor Haith for her sterling work as Chair of the Committee, together with the other Members on the Committee.

RESOLVED – That Members:-

- i) Considered the Annual Report of its Audit and Governance Committee.
- ii) Agreed to publish it on the Authority's website.

16 DRAFT MINUTES OF THE AUDIT AND GOVERNANCE COMMITTEE HELD ON 23 JULY 2018

Members were informed that a meeting of the SSUK Shareholders (the Authority) was to take place following this meeting. The minutes of the Shareholder Board meeting would be presented to the Authority meeting on 15 October 2018 for Members consideration.

RESOLVED – That Members:-

- i) Noted the draft minutes of the Audit and Governance Committee held on 23 July 2018.
- ii) Noted that the minutes of the meeting of the SSUK Shareholders Board would be presented to the Authority meeting in October 2018 for Members consideration.

17 DRAFT MINUTES OF THE LOCAL PENSION BOARD HELD ON 29 JUNE 2018

RESOLVED – That Members noted the draft minutes of the Local Pension Board held on 29 June 2018.

18 MINUTES OF THE YORKSHIRE AND HUMBER EMPLOYERS' ASSOCIATION HELD ON 5 JULY 2018

RESOLVED – That Members noted the minutes of the Yorkshire and Humber Employers' Association held on 5 July 2018.

CHAIR