

At the **Annual General Meeting** of the **Combined Fire Authority for County Durham and Darlington** held at Fire and Rescue Service Headquarters, Belmont Business Park on **Monday 11 June 2018 at 10.00 am.**

**Present:**

**Durham County Councillors:**

Councillors B Avery, A Batey, D Bell, P Brookes, C Carr, D Hicks, P Howell, A Laing, L Marshall, H Nicholson, C Potts, G Richardson, J Robinson, J Shuttleworth, M Simmons, W Stelling, F Tinsley, D Stoker and J Turnbull.

**Darlington Borough Councillors:**

Councillors C Johnson, S Richmond and H Scott (substitute for B Jones).

**Independent Standards Members:**

Mr J Dykes

Apologies for absence were received from Councillors A Gardner, B Dixon and B Jones.

**A1 Chief Fire Officer Commendation**

The Chief Fire Officer presented Fire Control Operator, Shane Wright, with a Chief Fire Officer's commendation in recognition of remaining calm and professional while providing reassurance and lifesaving advice through an extremely difficult fire call enabling the occupier to follow instructions which ensured he was able to escape from his property without injury.

The Chief Fire Officer presented Fire Control Operator, Kevin Meek, with a Chief Fire Officer's commendation in recognition of remaining calm and professional while providing reassurance and lifesaving advice enabling the occupiers of a property affected by fire to stay safe until the arrival of the Fire and Rescue crews.

The Chair read a poem written by a firefighter who had been on duty at the Grenfell Tower fire. A minute's silence was then observed to mark the year anniversary of the fire.

**A2 Declarations of Interest**

Declarations of interest were received from Councillors, S Richmond, C Johnson and S Richmond for item 14 and J Robinson for item 23.

### **A3 Appointment of Chairs and Committees**

The Authority considered a report of the Clerk which proposed the appointments of Chairs and Membership of Committees for 2018/19 (for copy see file of minutes).

#### **Resolved:**

- (i) That the appointment of the chairs of the committees as set out in Appendix 1 be approved.
- (ii) That the political membership of the committees as set out in Appendix 2 be approved.
- (iii) That the Clerk to the Authority, in consultation with the Chair and Vice Chair and the appropriate Group Leader, be authorised to make any changes to the Committees that may arise during 2018/19.

### **A4 Representation on Other Bodies 2018/19**

The Authority considered a report of the Clerk which set out the proposed appointment of representatives on other bodies for 2018/19 (for copy see file of minutes).

#### **Resolved:**

- (i) That the appointments to the Combined Fire Authority's other bodies as set out in Appendix 1 be approved.
- (ii) That the Clerk to the Authority, in consultation with the Chair and Vice Chair and the appropriate Group Leader, be authorised to make any changes to the appointments on other bodies that may arise during 2018/19.

### **A5 Appointment of Minority Party Spokesperson**

That Councillor J Shuttleworth be appointed as minority party spokesperson for the ensuing year.

### **A6 Minutes of the meeting held on 21 March 2018**

The minutes of the meeting held on 21 March 2018 were confirmed as a correct record and signed by the Chair (for copy see file of minutes).

### **A7 Notes of the Audit and Risk Committee**

The Authority considered a report of the Chair of the Audit and Risk Committee, which provided an update on the discussions at the meeting held on 22 May 2018 (for copy see file of minutes).

The Chair of the Audit and Risk committee asked for the committee's thanks to be passed onto Cllr McGaun for serving on the committee.

#### **A8 Combined Fire Authority Constitution**

The Authority considered a report of the Chief Fire Officer, Clerk and Treasurer which provided members with the suggested amendments to the Constitution. The Chief Fire Officer noted one further amendment suggested by the Clerk: "The Authority shall hold an Annual Meeting on a day and at a time to be fixed by the Authority in accordance with paragraph 1 of Schedule 12 to the Local Government Act 1972. The first item of business shall be the appointment of the Chair for the ensuing year (except where a Chair is appointed for a term longer than 1 year)." (for copy see file of minutes).

Members commented on the disposal value of assets. It was confirmed that £10k was the value at disposal of the assets rather than original purchase price.

#### **Resolved:**

- (i) That the contents of the report and the Constitution be noted.
- (ii) The amended constitution was approved.

#### **A9 Current Correspondence**

The Authority received an update from the Deputy Chief Fire Officer in relation to current correspondence received from government and other bodies relevant to the Authority and the status of each (for copy see file of minutes).

The Chair updated the meeting on a recent conference call that the Chief Fire Officer, Treasurer and himself had undertaken with the Fire Minister in relation to Demand and Risk.

#### **A10 Member Champions**

The Authority considered a report of the Assistant Chief Fire Officer – Service Delivery which set out details of two new Member Champion roles and sought nominations for the individual roles for the forthcoming year (for copy see file of minutes).

#### **Resolved:**

- (i) That the new Member Champion roles set out in the report be noted.
- (ii) That the expression of interest forms be submitted by 25 June be noted.
- (iii) That the Fire Authority will approve the Member Champions at the meeting on 17 July be noted.

The Chief Fire Officer gave the members an update on information that would be given to them prior to the HMICFRS inspection.

#### **A11 Member's Attendance at Conference**

The Authority considered a report of the Chair which provided feedback from the recent Local Government Association (LGA) Fire Conference (for copy see file of minutes).

#### **Resolved:**

That the contents of the report be noted.

#### **A12 Combined Fire Authority Strategic Planning Day**

The Authority considered a report of the Assistant Chief Fire Officer – Service Support which set out the areas discussed at the CFA strategic planning day on 10 May 2018 (for copy see file of minutes).

The Chair thanked Cllr Lee for his contribution to the Authority and welcomed Cllr Johnson.

#### **Resolved:**

That the contents of the report be noted.

#### **A13 Service Leadership Team Structure**

The Authority considered a report of the Deputy Chief Fire Officer which outlined the Service Leadership Team (SLT) structure going forward following the retirement of the Deputy Chief Fire Officer (DCFO) and the resignation of the Area Manager – Training, Assets and Assurance.

Two AM vacancies had arisen and in line with the service policy, advertising nationally would take place. As part of the restructure the reporting lines for a number of roles had changed and therefore job titles needed to be reflective of those in other FRSs for equivalent positions (for copy see file of minutes).

#### **Resolved:**

- (i) That the amended SLT structure was noted.
- (ii) That the intention to advertise nationally for an Area Managers ADC over the next few months was noted.
- (iii) That the amended job titles were approved.

#### **A14 Contribution to Darlington Partnership**

The Authority considered a report of the Assistant Chief Fire Officer – Service Delivery which requested Members to consider the financial contribution to the One Darlington Partnership (for copy see file of minutes).

#### **Resolved:**

That the financial contribution to the One Darlington Partnership of £7,500 per annum for 2018/19 was approved.

#### **A15 Membership of the Chief Fire Officers Association**

The Authority considered a report of the Chief Fire Officer which informed members of the amended invoicing procedure and seek approval for the continuation of the professional partnership with the Chief Fire Officers Association (CFOA) (for copy see file of minutes).

#### **Resolved:**

- (i) That the amended process for invoicing from CFOA be noted.
- (ii) That the single invoice for 2018/19 be approved.
- (iii) That future decisions on membership of CFOA/NFCC be delegated to the CFO in consultation with the Treasurer.

#### **A16 Fire and Rescue National Framework for England**

The Authority considered a report of the Assistant Chief Fire Officer – Service Support which informed members of the publication of the Fire and Rescue Framework for England and the associated implications for the CFA (for copy see file of minutes).

#### **Resolved:**

- (i) That the report was noted.
- (ii) That the Publication of the Fire and Rescue National Framework for England 2018 document was noted.
- (iii) That the Gap Analysis and Action Plan was noted.
- (iv) That further reports to update progress would be received quarterly.

### **A17 Emergency Services Mobile Communications Programme Update**

The Authority considered a report of the Deputy Chief Fire Officer which informed members with an update to the current position of the Emergency Services Mobile Communications Programme and following the Deputy Chief Fire Officers departure the new governance arrangements (for copy see file of minutes).

Members commented on the contingency plans, timescales and lobbying the treasury.

#### **Resolved:**

That the contents of the report be noted.

### **A18 Donation of Equipment to Operation Florian**

The Authority considered a report of the Area Manager Training, Assets and Assurance which set out details of a proposal to make a donation to Operation Florian of decommissioned light portable pumps and positive pressure ventilation fans.

#### **Resolved:**

- (i) That the contents of the report be noted.
- (ii) Supporting the charity, Operation Florian was agreed.

### **A19 AOB**

Cllr Marshall thanked fire service personnel for their involvement in Durham Pride.

Cllr Brooks asked for sponsorship for his British Legion cycle event.

The Deputy Chief Fire Officer noted the service bike ride that was taking place on Saturday 16 June in order to raise money for the Firefighters Charity.

The Vice Chair noted that an afternoon tea was taking place at Peterlee Fire Station on Friday 22 July and encouraged all to attend and purchase raffle tickets in order to raise money for the Chemotherapy Ward at Hartlepool Hospital.

The Chair thanked Mr Dykes for his contribution to the Fire Authority on his retirement as an Independent Member for the Authority.

The Chair thanked the Deputy Chief Fire Officer for his contribution to the Fire Authority over the last 9 years and his 30 years' service.

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### **A20 Exclusion of the public**

That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 3 and 4 of Part 1 of Schedule 12A to the said Act.

### **B21 Introduction of a Marauding Terrorist Firearms Attack Capability into County Durham and Darlington FRS**

The Authority considered a report of the Assistant Chief Fire Officer – Service Delivery which updated members on the introduction of the national resilience capability known as Marauding Terrorist Firearms Attack (MTFA).

#### **Resolved:**

- (i) The go live date from MTFA was noted
- (ii) To receive updates on future awareness sessions were agreed

### **B22 Fire Fatality Presentation**

The Area Manager Emergency Response presented details of a fire incident at 35 Fines Road, Consett, DH8 6QS Terrace, Seaham on 15 April 2018 in which a gentleman sadly lost his life.

Members praised and asked for their thanks to be passed onto the crews involved.

#### **Resolved:**

That the presentations be noted.

Assistant Chief Fire Officer – Service Support left the meeting for item B23.

### **B23 Request from Assistant Chief Fire Officer to be a member of a school governing body**

The Authority considered a report of the Chief Fire Officer which sought permission from the Authority for Assistant Chief Fire Officer – Service Support to become a local authority representative on the Governing Body of Sedgefield Community College.

#### **Resolved:**

The request for the Assistant Chief Fire Officer – Service Support to become a local authority representative on the Governing Body of Sedgefield Community College was approved.

## **B24 Any Other Business**

Members asked for an update on the Grenfell Tower enquiry. The Chief Fire Officer gave an overview of enquiry to date.

Cllr Carr wished for the Authority to be aware that the fire service are working in conjunction with police and licencing committee looking at licenced premises.

There was no other business.

**CLOSE OF MEETING**