

BEDFORDSHIRE FIRE AND RESCUE AUTHORITY

25 MAY 2017

PRESENT

Councillors C Atkins, F Chapman, J Chatterley, P Downing, P Duckett, D Franks, M Headley, T Khan, D McVicar, J Mingay, R Saleem and Y Waheed

17-18/fa/002 APOLOGIES

An apology for lateness was received from Councillor Chapman.

An apology for absence was received from Kathryn Holloway, the Police and Crime Commissioner for Bedfordshire.

17-18/fa/001 MEMBERSHIP

The Secretary and Monitoring Officer reported that there had been two changes to the membership from the previous year. Luton Borough Council had appointed Councillors T Khan and R Saleem in the place of Councillors M Ayub and M Riaz.

Councillor Saleem, who had previously served on the Fire and Rescue Authority, was welcomed back to the Authority.

17-18/fa/003 ELECTION OF CHAIR 2017/18

In response to a question, the Secretary and Monitoring Officer confirmed that he had not reviewed the Authority's standing orders for the election of Chairperson as had been suggested at the Authority's Annual General Meeting held last year.

It was anticipated that a report would be submitted to a meeting of the Audit and Standards Committee during this municipal year reviewing the standing orders in relation to the election of Chairperson and of other Member roles when there was an equality of voting.

The Secretary and Monitoring Officer then presided over the election of Chair.

Councillor Atkins was nominated for the position of Chair of the Fire and Rescue Authority. As there were no other nominations for the role, Councillor Atkins was duly elected as the Chair of the Authority for the ensuing municipal year.

RESOLVED:

That Councillor Atkins be elected Chair of the Fire and Rescue Authority for 2017/18.

17-18/fa/004 ELECTION OF VICE CHAIR 2017/18

Councillor Downing was nominated for the position of Vice Chair of the Fire and Rescue Authority. As there were no other nominations for the role, Councillor Downing was duly elected as the Vice Chair of the Authority for the ensuing municipal year.

RESOLVED:

That Councillor Downing be elected Vice-Chair of the Fire and Rescue Authority for 2017/18.

17-18/fa/005 DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

There were no declarations of disclosable pecuniary and other interests.

17-18/fa/006 COMMUNICATIONS

Manchester Arena Terror Attacks

The Fire and Rescue Service had participated in the nationwide minute of silence to remember the victims of the terror attack at Manchester Arena which had taken place on 22 May 2017.

Former Councillor Richard Baker

The Chief Fire Officer reported that former Councillor Richard Baker, who had previously been a long-standing County Councillor and Member of the Fire and Rescue Authority, as well as a Station Commander at Potton Fire Station, had recently passed away at the age of 93.

The Fire and Rescue Service had written a letter of condolence to his family and it was likely that there would be a Service presence at his memorial service.

Code of Practice for the Flammability of Children's Dress Up Clothing

The British Retail Consortium had recently issued new codes of practice relating to the flammability of children's dress up clothing which increased the current standard by 30%. The Service had been very active in the campaign and this had been recognised by the Bedfordshire Fire and Rescue Service logo being placed on the Code of Practice in the list of contributors.

Launch of Replacement Special Rescue Unit

This had taken place on 4 May 2017 and had been very successful. A number of Authority Members had attended and positive feedback had been received.

Lord Lieutenant's Service of Thanksgiving

The Chief Fire Officer advised that he had attended the event and that Keiron Stephenson, a Fire Service Cadet, had given a reading at the Lord Lieutenant's Service of Thanksgiving held on 7 May 2017. Positive feedback had been received on his representation of both the Service and the Authority.

Annual Service of Thanksgiving at the National Arboretum

The Chief Fire Officer and former Chairman had attended the annual International Service of Thanksgiving held on 14 May 2017 at the National Arboretum.

Police and Crime Commissioner

Councillor McVicar reported that he had written a letter on behalf of the Members of the Authority wishing Kathryn Holloway a speedy recovery. She had responded and had requested that her thanks and best wishes be passed on to the Members of the Authority.

17-18/fa/007 MINUTES

RESOLVED:

That the Minutes of the meeting held on 27 April 2017 be confirmed and signed as a true record.

17-18/fa/008 PUBLIC PARTICIPATION

Members noted that no questions had been received in accordance with the public participation scheme approved at the meeting of the Fire and Rescue Authority held on 5 April 2000 (Minute 99/fa/94 refers).

17-18/fa/009 AUTHORISATION OF MEMBERS TO REPORT TO THE CONSTITUENT COUNCILS ON MEETINGS OF THE FIRE AND RESCUE AUTHORITY

The Secretary and Monitoring Officer submitted his report which set out the arrangements for reporting to the constituent Councils on meetings of the Fire and Rescue Authority during 2017/18.

RESOLVED:

That Councillors Downing, Mingay and Waheed be authorised to report to their respective constituent Councils on meetings of the Fire and Rescue Authority during 2017/18.

17-18/fa/010 REPRESENTATION ON THE AUDIT AND STANDARDS COMMITTEE, POLICY AND CHALLENGE GROUPS, ETC. IN 2017/8

The Secretary and Monitoring Officer introduced his report which sought Member representation on the Fire and Rescue Authority's Audit and Standards Committee, Service Delivery, Corporate Services and Human Resources Policy and Challenge

Groups and to represent the Fire and Rescue Authority on Local Strategic Partnerships and the Blue Light Collaboration Group.

RESOLVED:

1. That the Membership of committees for 2017/18 be agreed as follows:

Audit and Standards Committee	Councillor F Chapman (Chair) Councillor J Chatterley Councillor P Duckett Councillor D Franks Councillor M Headley Councillor R Saleem Councillor Y Waheed
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Corporate Services Policy and Challenge Group	Councillor F Chapman Councillor P Duckett Councillor M Headley (Chair) Councillor D McVicar Councillor Y Waheed
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Human Resources Policy and Challenge Group	Councillor C Atkins Councillor P Downing Councillor T Khan Councillor J Mingay Councillor R Saleem Councillor Y Waheed (Chair)
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Service Delivery Policy and Challenge Group	Councillor C Atkins Councillor F Chapman Councillor J Chatterley Councillor P Duckett Councillor P Downing Councillor D Franks Councillor T Khan Councillor D McVicar Councillor J Mingay (Chair)
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2. That Membership of the Local Strategic Partnerships for 2017/18 be confirmed as follows:

Bedford	Councillor J Mingay
Central Bedfordshire	Councillor P Downing
Luton	Councillor Y Waheed

3. That Councillor P Downing be elected as the Member representative on the Blue Light Collaboration Group.

17-18/fa/011 DECISION MAKING BETWEEN FRA MEETINGS, BRIEFINGS ETC.

The Secretary and Monitoring Officer presented his report which set out the current

arrangements for decision making between meetings and related matters.

He advised that the Police and Crime Commissioner for Bedfordshire was invited to attend meetings of the Executive as an observer.

RESOLVED:

1. That the Fire and Rescue Authority (FRA) Chair and Vice Chair, together with the three Chairs of the FRA's Policy and Challenge Groups for 2017/18, be appointed as an Executive Panel for the purposes of Authority decision making between meetings, involvement in briefings, Selection Panels, hearing collective grievances/collective disputes and stage 2 of the Internal Dispute Resolution Procedure (IDRP) and other related matters for 2017/18.
2. That a quorum of three Members be present for the hearing of collective grievances/collective disputes and stage two of the Internal Dispute Resolution Procedure (IDRP).
3. That should a party or a constituent authority not be represented on the Executive, a named observer from that party/constituent authority may attend all meetings and briefings of the Executive.

17-18/fa/012 REPRESENTATION ON LOCAL GOVERNMENT ASSOCIATION (LGA) MATTERS 2017/18

The Secretary and Monitoring Officer introduced his report on the appointment of representatives to serve on Local Government Association (LGA) groups and to consider representation at the LGA Annual Fire Conference in March 2018.

RESOLVED:

1. That the Chair and Vice Chair be appointed to serve on the LGA General Assembly.
2. That the Chair and Vice Chair be appointed to serve on the Bedfordshire and Luton Branch of the LGA in 2017/18, with no named substitutes.
3. That the Vice Chair be appointed as the named substitute on the LGA Fire Services Forum in the absence of the Chair.
4. That the Chair be appointed as the Fire and Rescue Authority's representative on the LGA Fire Services Commission.
5. That the Chair, Vice Chair and Chief Fire Officer attend the LGA Annual Fire Conference on behalf of the Fire and Rescue Authority in March 2018.

17-18/fa/013 MEMBER DEVELOPMENT

The Chief Fire Officer presented his report on the arrangements for Member development, including station visits, in 2017/18. He reminded Members that they were able to request items for discussion at Member Development Days and that he would include the content of the overview he had given to Councillor Khan the previous day in the morning session of the Member Development Day on 4 July 2017.

Councillor Khan requested an additional induction session with the Chief Fire Officer as he was unable to attend the first Member Development Day.

A request for the slides and information presented to Members at Development Days to be circulated to Members electronically was made and the Assistant Chief Officer suggested that the induction pack submitted to new Members of the Authority should be circulated to all Members of the Authority for their information.

The Authority was asked to nominate Members to attend the Local Government Association Fire Leadership Essentials Programme in Coventry on 18 and 19 October 2017 and to consider Member representation to the Combined Fire Authorities' conference in Wyboston on 12 October 2017.

RESOLVED:

1. That the arrangements for Member development in 2017/18 be confirmed.
2. That Councillors P Duckett and T Khan be nominated to attend the LGA Fire Leadership Essentials Programme on 18 and 19 October 2017 at Warwick Conference Centre, Coventry.
3. That the Chair and Vice Chair be nominated to represent the Authority at the full Combined Fire Authorities' conference on 12 October 2017 with all Members being given the opportunity to attend the day event.
4. That the visit to Harrold Fire Station arranged for February 2018 be postponed to take place in the summer months.

17-18/fa/014 INFORMATION BULLETIN

Members considered the Information Bulletin covering the period 1 January-31 March 2017. It was noted that there had been no fire fatalities during the reporting period.

In response to a comment on the number of leavers during the reporting period, the Authority was advised that the Service kept its recruitment profile under review to respond to fluctuations.

The Chief Fire Officer reported that, given the length of time between recruitment and when a new recruit was available to work at a station, the Service had also recruited a small number of transfers-in from other fire and rescue services.

The Assistant Chief Officer added that the majority of leavers had been retained staff or support staff. The recruitment and retention of retained staff was an ongoing issue. For operational staff, the Service had a non-predicted level of turnover of 4%, which compared extremely favourably to the average retention figures collected by the Chartered Institute of Professional Development (CIPD).

The Chair suggested that a photograph of all Members of the Authority as a group be taken at the next Authority meeting.

RESOLVED:

That the information bulletin be received.

The meeting ended at 3.00pm.