

**Minutes of the Meeting of
Shropshire and Wrekin Fire and Rescue Authority
held in the Oak Room, Headquarters, Shrewsbury
on Wednesday, 22 February 2017, at 2.00 pm**

Present

Members

Councillors Adams, Mrs Barrow, Carter (Vice-Chair), Hartin, Hosken, Hurst-Knight, Dr Jones, Mellings, Minnery, Murray, Pinter, Price, Roberts, Sahota, Turley, West (Chair) and Wynn

Officers

Rod Hammerton	Chief Fire Officer	CFO
Louise McKenzie	Assistant Chief Fire Officer	ACFO
James Walton	Fire Authority Treasurer	Treasurer
Germaine Worker	Head of Human Resources and Administration	HHRA
Paul Martin	Solicitor, Telford & Wrekin Council	Solicitor
Lynn Ince	Executive Support Officer	ESO

External Bodies

John Champion	West Mercia Police and Crime Commissioner	PCC
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Vote of Thanks and Welcomes

The Fire Authority gave a vote of thanks to Councillor Barnes, who had left the Fire Authority in January and welcomed new member Councillor Sahota to the meeting.

The Chair welcomed the Police and Crime Commissioner to the meeting. A welcome was also extended to the Chief Fire Officer of Hereford & Worcester Fire and Rescue Service, Nathan Travis, who together with Councillor Derek Prodger, Chair of Hereford & Worcester Fire Authority, was observing today's meeting.

1 Apologies for Absence

None

2 Disclosable Pecuniary Interests

None

3 Public Questions

None

4 Minutes

Councillors Barrow, Pinter and Sahota abstained from voting on this item as they had not been present at the meeting concerned.

Resolved that the minutes of the Fire Authority meeting, held on 14 December 2016, be agreed and signed by the Chair as a correct record

5 Audit and Performance Management Committee Minutes

Resolved that the minutes of the Audit and Performance Management Committee meeting, held on 8 December 2016, be noted and the recommendations at items 8 and 9, as given below, be agreed.

Item 8 – Confirmation of Arrangements for Appointment of External Auditors

The Fire Authority agree to formally opt in to Public Sector Audit Appointments Ltd as a sector led body.

Item 9 – Internal Audit Plan from 2017/18

The Fire Authority approve the audit plan for 2017/18 as set out in the report.

6 Strategy and Resources Committee Minutes

Resolved that the minutes of the Strategy and Resources Committee meeting, held on 2 February 2017, be noted and the recommendations at items 5, 7 and 8, as given below, be agreed.

Item 5 - Financial Performance to December 2016

Resolved that the Fire Authority

- a) Note the position of the revenue budget;
- b) Approve virements to the revenue budget, where requested; and
- c) Note performance against prudential indicators to date in 2016/17.

Item 7 - Capital Programmes 2017/18 to 2021/22 and Prudential Guidelines

Resolved that the Fire Authority:

- b) Approve the Prudential Indicators and the Treasury Strategy for 2017/18;
- c) Approve the Minimum Revenue Provision 2017/18; and
- d) Note the review of the Treasury Management Practices and Main Principles for 2017/18.

Item 8 - Adequacy of Provisions and Reserves and Robustness of Budget

Resolved that the Fire Authority agree:

- a) The reserves as set out in the appendix to the report; and
- b) The Treasurer's assurances covering the robustness of the 2017/18 budget and adequacy of its reserves.

7 Corporate Risk Management Summary

This report updated Members on the status of risks on the Corporate Risk Register.

The ACFO highlighted to Members the updated action history for the Changes from the Policing and Crime Act risk.

Resolved that the Fire Authority note the contents of the report.

8 Exclusion of Press and Public

Resolved that the press and 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 paragraph 3 and 4 of Schedule 12A to the Local Government Act 1972.

9 Capital Programmes from 2017/18 (Paragraph 3)

The Fire Authority received the paper on Capital Programmes from 2017/18 (the appendix to paper 6b on this agenda).

Resolved that the Fire Authority agree the recommendation of its Strategy and Resources Committee to:

- a) Confirm the 2017/18 onward programmes, set out in exempt paper 9, as part of its final precept deliberations

10 Corporate Risk Management Summary (Paragraph 4)

The Fire Authority received exempt Appendix C to report 7 on this agenda – Corporate Risk Management Summary.

Resolved that the Fire Authority note exempt Appendix C to report 7 – Corporate Risk Management Summary.

The meeting reverted to open session at this point (2.15 pm)

11 Committee Composition and Allocation of Seats

This report asked the Fire Authority to agree both the composition of its Committees, the allocation of seats on its committees to political groups and the membership of its Committees.

Resolved that the Fire Authority agree the Committee composition and allocation of seats to political groups, specifically:

- a) That the political balance requirements should not apply to the Authority's Pensions Panel;
- b) The allocation of seats, as proposed in Appendix B to this report; and
- c) The appointment of Members to serve on committees, as set out in Appendix B to the report.

Committee Clerk's Note

Following the meeting, the Political Group Leaders confirmed with the ESO the changes that were necessary to the membership of the committees as this was not done in the meeting itself.

12 Revenue Budget 2016/17

This report incorporated the recommendations made by the Strategy and Resources Committee on 2 February, in relation to the revenue budget for 2017/18. The report also confirmed the use of assumptions for medium-term financial planning.

The Treasurer presented this report and informed the Fire Authority that the settlement had been confirmed on Monday evening and there no changes to the figures used therefore the delegation to officers was not needed.

Resolved unanimously that the Fire Authority

- a) approve a revenue budget for 2017/18 and a forward financial projection to 2019/20, as set out in section 6 of the report; and
- b) delegate any necessary amendments to the revenue budget to the Treasurer, in consultation with the Chair and the Vice-Chair of the Authority.

13 Revenue Budget: 2017/18 Precept

This report sought Fire Authority approval to a budget for 2017/18; Council Tax levels for 2017/18; and precepts on billing authorities and related matters.

Resolved unanimously that the Fire Authority approve:

- a) That a net budget requirement be set at £21,312,821 (calculated in accordance with the provisions of Section 43(4) of the Local Government Finance Act 1992);
- b) A total precept of £14,667,492 to be levied on the billing authorities;
- c) A Council Tax resulting in a basic amount of Council Tax at Band D calculated in accordance with the provisions of the 1992 Act (Section 44) of £94.52;
- d) Under Section 40(2) of the 1992 Act:

- i) The amount of Council Tax calculated for each category of dwelling in each billing authority's area, as follows:

Band	2016/17
	Council Tax
	£ p
A	63.01
B	73.52
C	84.02
D	94.52
E	115.52
F	136.53
G	157.73
H	189.04

- ii) The amount calculated (in accordance with Section 48 of the 1992 Act) as payable by billing authorities for 2017/18, as follows:

Council	Precept
	£
Shropshire Council	10,072,610
Borough of Telford & Wrekin Council	4,594,882
	<u>14,667,492</u>

- e) That the Treasurer:
- i) Issue the necessary precepts and information to the billing authorities in accordance with the provisions of Chapter IV of Part 1 of the 1992 Act and be authorised to make any amendment to the above to reflect the final approved budget, after consultation with the Chair and Vice-Chair of the Fire Authority; and
 - ii) Is authorised to make payments required from, and to, reserves and provisions within the approved budget strategy and within the Authority's Financial Rules, in conjunction with the Chair and the Vice-Chair;
- f) Approve the revenue budget and pensions account, illustrated in Appendix A, for budgetary control in accordance with approved standing orders;
- g) Approve the Service Reporting Code of Practice Provisional Revenue Account at Appendix B; and
- h) Approve the schedule of reserves and provisions at Appendix C

14 Annual Service Plan 2017/18

This report set out proposals for the Service's Annual Plan 2017/18.

The PCC asked if greater reference could be made to collaboration within the document. The CFO responded that the document is very fire focused and

agreed that it should be opened out to include references to collaboration, sustainability and inclusivity

Resolved that the Fire Authority:

- a) Agree the proposed format of the Annual Plan 2017/18;
- b) Delegate authority to the Chief Fire Officer, in consultation with the Chair of the Fire Authority, to agree the final wording and layout of the Plan; and
- c) Delegate the setting of the Service Targets to its Strategy and Resources Committee in March.

15 Annual Review of Charges for Special Services

This report presented proposed increases in charges made for special services.

Resolved that the Fire Authority agree the proposed charges for special services to be applied from 1 April 2017.

16 Proposed Amendments to the Pay Policy Statement

This report set out proposed amendments to the Pay Policy Statement for consideration by the full Authority, as required under the Localism Act 2011 and in accordance with the process agreed by the Fire Authority in February 2012.

The ACFO presented this report and highlighted the issue of re-employment of operational employees following retirement, which is currently subject to national consultation. The ACFO explained that the Service's policy on this is clearly stated on page 7 of the appendix to the report and Members commented that they were pleased to see this.

Resolved that the Fire Authority agree the proposed amendments to the Pay Policy Statement.

17 The Scheme for Payment of Members' Allowances 2017/18

This report asked the Fire Authority to consider and agree its 2017/18 Scheme for the Payment of Members' Allowances and to note the full review of allowances that has been undertaken by the Independent Remuneration Panel.

Resolved unanimously that the Fire Authority

- a) Note the findings of the Independent Remuneration Panel as set out in the report attached at Appendix A to this report; and
- b) Agree the following recommendations relating to its Scheme for the Payment of Members' Allowances:
 - i) That a 1% increase be applied to the 2016/17 Scheme, and that it be backdated to 1 April 2016;

- ii) That a 1% increase should automatically be applied to the 2017/18 Scheme with effect from 1 April 2017 (a draft of which is set out at Appendix B to the report).

18 Details of Lives Saved and those Protected from Harm

This paper highlighted the number of people, who have been protected from harm, or rescued by operational crews during the year 2015/16 and from April 2016 to January 2017. It also attempted to provide an economic value for the rescue work carried out by the Fire Service.

It was noted that Councillor Adams had used the information provided in his constituency newsletter, which the CFO welcomed and advised other members that officers were happy to provide to support around the information if they wished to do something similar.

Members requested that graphs on the paper be formatted in the same way in future. The CFO agreed to ensure that this was done.

Resolved that the Fire Authority note the paper

The meeting closed at 2.40 pm.

Chair.....

Date.....