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AT A MEETING of Hampshire Fire and Rescue Authority held at the Fire and Police Headquarters, Eastleigh on Tuesday, 13th June, 2017

Chairman:

p Councillor Christopher Carter

p Councillor Liz Fairhurst
p Councillor Roz Chadd
p Councillor Jonathan Glen
p Councillor Sharon Mintoff
p Councillor Roger Price

p Councillor David Simpson
p Councillor Luke Stubbs
p Councillor Michael Thierry
p Councillor Rhydian Vaughan

Also present with the agreement of the Chairman: Michael Lane, Police and Crime Commissioner

Broadcast Statement

The Clerk opened the meeting and announced that it was being recorded for broadcast on the Authority's website and would be available for repeated viewing. The press and members of the public were also permitted to film and broadcast this meeting. Those remaining at the meeting were consenting to being filmed and recorded, and to the possible use of those images and recording for broadcasting purposes.

1. APOLOGIES FOR ABSENCE

All Members were present and no apologies were received.

The Police and Crime Commissioner was also in attendance at the meeting.

2. ELECTION OF CHAIRMAN

Councillor Chris Carter was proposed by Councillor Fairhurst, who was seconded by Councillor Glen for the position of Chairman of the Fire Authority for 2017-18. In the absence of further nominations, Councillor Carter was duly appointed.

< Councillor Carter in the Chair >

3. ELECTION OF VICE-CHAIRMAN

The Chairman called for nominations for the position of Vice-Chairman of the Authority for 2017/18

Councillor Fairhurst was proposed by Councillor Carter, who was seconded by Councillor Glen.

Councillor Price was nominated by Councillor Simpson, who was seconded by Councillor Mintoff.

A vote ensued with the result:
7 in favour of Councillor Fairhurst

3 in favour of Councillor Price

Accordingly, Councillor Fairhurst was appointed Vice-Chairman of the Authority for 2017/18

4. DECLARATIONS OF INTEREST

Members were mindful that where they believed they had a Disclosable Pecuniary Interest in any matter considered at the meeting they must declare that interest at the time of the relevant debate and, having regard to the circumstances described in Part 3, Paragraph 1.5 of the County Council's Members' Code of Conduct, leave the meeting while the matter was discussed, save for exercising any right to speak in accordance with Paragraph 1.6 of the Code. Furthermore Members were mindful that where they believed they had a Non-Pecuniary interest in a matter being considered at the meeting they considered whether such interest should be declared, and having regard to Part 5, Paragraph 2 of the Code, considered whether it was appropriate to leave the meeting whilst the matter was discussed, save for exercising any right to speak in accordance with the Code.

5. MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting were reviewed and agreed

6. DEPUTATIONS

It was confirmed that no requests to make a deputation had been received.

7. CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed all Members to the meeting, in particular those newly appointed to the Authority. With reference to the revised governance structure of HFRA, it was confirmed that the Police and Crime Commissioner continued to be invited to attend and speak at meetings and there would be an opportunity for him to become a formal Member on completion of updates to the Combination Order and receipt of a formal letter requesting this position.

The Chairman commented on the recent General Election and noted that a new Police and Fire Minister, Nick Hurd, had been appointed that day. With reference to terror attacks in Manchester and London, credit was given to all those in Hampshire Fire and Rescue Service who had contributed to the response.

The announcement of the retirement of the Chief Fire Officer, Dave Curry, in December 2017 was noted by the Chairman, who paid tribute to his many years of service. An item making proposals about determining a recruitment process was included at item 10 on the agenda.

A number of local events at which Hampshire Fire and Rescue had been involved or invited were acknowledged. In particular, Members were encouraged to visit the exhibition at the Solent Sky museum if they had not already done so.

Members were invited to provide feedback on activity in which they had been involved. Councillor Mintoff paid tribute to those who had responded to two recent incidents in Southampton. Councillor Chadd welcomed a new box junction to assist access to the fire station in Rushmoor. Councillor Price gave an update on national pay negotiations.

8. **CONSTITUTION OF HFRA**

The Authority received the report of the Clerk regarding a proposed new Constitution for HFRA. It was explained that, in accordance with the agreement of the Authority in September 2016 to make changes to its size and structure, governance documents had been reviewed and the opportunity had been taken to draw them together into a single Constitution document.

Key changes to specific documents were highlighted and Members considered the Constitution section by section making several minor amendments.

With regards to the Standing Orders of the Authority, and in particular to concern that the current quorum requirements may not always be achievable, additional recommendations were proposed by Councillor Carter and seconded by Councillor Fairhurst and agreed unanimously. These proposed that pending the revision of the Combination Order and an amendment of the quorum requirement, both Portsmouth and Southampton City Councils be invited to appoint a temporary deputy Member to the Authority. Furthermore, proposals were circulated that Standing Orders be amended to provide for the quorum to be as specified in the Combination Order from time to time at S.O 4.1 and to extend the time specified in S.O 4.3 to 30 minutes following which the meeting “may” be dissolved.

With regards to the Members’ Allowances Scheme, it was felt that the changes to the structure of the Authority meant that the Scheme was potentially now unsuitable and should be reviewed by the Standards and Governance Committee. It was proposed and unanimously agreed that all allowances be suspended until such point as this could be completed and its outcomes considered. Any changes to allowances would then be reflected in backdated payments to the date of the Authority meeting.

Protocols around declaring gifts and hospitality were questioned and it was proposed and agreed that authority be delegated to the Clerk to review and make necessary amendments to ensure that the HFRA requirements were in line with other local authorities.

Members paid tribute to officers for formulating the Authority’s new Constitution and:

Resolved:

- a. That the Authority agrees to invite Southampton City Council and Portsmouth City Council to nominate one member each to act as a temporary Deputy Member of HFRA and who may, after giving notice in

advance to the Clerk, deputise for their authority's substantive member in the event their substantive member is unable to attend a meeting of the Full Authority. The temporary Deputy Members will serve from the date of their appointments by Portsmouth City Council and Southampton City Council until the amendments to the HFRA Combination Order and in particular the amendments to the quorum provisions come into legal force, whereupon the temporary Deputy Members shall automatically cease to hold office as Deputy Members of HFRA. Authority is delegated to the Clerk to write to Portsmouth City Council and Southampton City Council to invite them to each nominate one deputy member and to make any consequential amendments to the Authority's constitution and in particular Standing Orders. For the avoidance of doubt, the temporary Deputy Members shall not be entitled to receive any allowances under HFRA's Members' Allowance Scheme

- b. That, the Authority adopts the proposed Constitution, as amended above, at appendix 1 of the report as the Authority's Constitution with effect from the date of this decision.
- c. That the Authority authorises the Clerk to finalise and publish the new Constitution on the Authority's web pages so that it is accessible to officers, Members and members of the public.
- d. That all HFRA Member Allowance payments be suspended pending review by the Standards and Governance Committee.
- e. That authority be delegated to the Clerk to review and update (if necessary) requirements for Members to declare gifts and hospitality, to be in line with other local authorities.

9. **APPOINTMENT OF STANDARDS AND GOVERNANCE COMMITTEE AND OTHER APPOINTMENTS**

The Authority received the report of the Clerk regarding proportionality and a number of appointments.

The proposals set out in the report were considered in turn and it was:

Resolved:

- a. That, for the purposes of Part 1 of the Local Government and Housing Act 1989, the allocation of seats on the Standards and Governance Committee of the Authority be as set out in paragraph 2.4 /Appendix 2 of the report.
- b. That Councillors: Chadd (Vice-Chairman), Glen, Mintoff, Price, Stubbs (Chairman) and Vaughan be appointed to the Standards and Governance Committee until the annual meeting of the Authority in 2018.

- c. That HFRS officer Tom Simms be appointed to the vacant employer representative position on the Hampshire Firefighters Pension Board, for a four year period.
- d. That all Fire Authority Members be appointed to the Corporate Management Team.
- e. That Councillors Fairhurst (Chairman), Price and Stubbs be appointed to an informal working group for the review of principal officer pay.
- f. That a decision on the appointment of representatives to Crime and Disorder Partnerships be deferred to allow for a review of requirements to be carried out.
- g. That Councillor Chadd be re-appointed as Member Development Liaison Champion until the annual meeting of the Authority in 2018.
- h. That Councillor Roger Price be re-confirmed as Minority Group Spokesperson for the Liberal Democrat Party Group until the annual meeting of the Authority in 2018.
- i. That Councillor Fairhurst be re-appointed Shareholder Representative by the Authority pursuant to Article 39 of the Articles of Association of 3SFire Ltd, until the Annual meeting of the Authority in 2018.
- j. That Councillors Carter and Price and Neil Odin be re-appointed Executive Directors of 3SFire pursuant to Articles 18 and 19 of the Articles of Association of 3SFire Ltd, until the Annual meeting of the Authority in 2018.
- k. That, pursuant to the recommendations of the Standards and Governance Committee from its meeting on 23 March 2017, Mr Peter "Bill" Bailey, Mr Michael Cronin and Ms Elizabeth Lee, be appointed as Independent Persons to the Authority for an initial term of two years each. That the allowance for each Independent Person be set at £100 per annum.

10. CHIEF OFFICER RECRUITMENT

The Authority received the report of the Clerk regarding the process for the recruitment of a new Chief Officer. The proposals were considered and it was clarified that, at this point, the Authority was being asked to appoint an informal working group to review recruitment process options and make further recommendations to the Authority. The timescales were acknowledged and it was noted that these were set with the intention of ensuring continuity for the Fire and Rescue Service.

Resolved:

- a. That the Authority notes the Chief Officer's resignation which will take effect on 31 December 2017; and

- b. That the Authority agrees to set up a Member Working Group on the basis set out in the proposed Terms of Reference at Appendix 1; and
- c. Accordingly, that Councillors Fairhurst (Chairman), Glen, Mintoff, Price and Stubbs be appointed to the working group; and
- d. That authority is delegated to the Clerk to the Authority to invite the Isle of Wight Council (IWC) to nominate an IWC Member to join the Working Group.

11. ANNUAL GOVERNANCE STATEMENT 2016-17

The Authority received a report of the Chief Officer seeking approval for the Annual Governance Statement 2016-17.

The report was considered and it was:

Resolved:

- a. That the Annual Governance Statement 2016/17 as set out in Appendix 1 be approved by Hampshire Fire and Rescue Authority for inclusion into the Statement of Accounts.

12. FIRE GOVERNANCE OPTIONS APPRAISAL PROJECT

The Authority received a report of the Chief Officer regarding an appraisal of Fire governance options. The background to the report was set out and it was confirmed that the development of the MoU had been agreed by the Chief Fire Officer on behalf of the Authority.

At the invitation of the Chairman, the Police and Crime Commissioner (PCC) commented on the report, confirming that he was fully behind the MoU. He explained that he was awaiting the development of the national position on governance arrangements and was conscious of not wanting to result in duplication between services, but would rather seek efficiencies whilst maintaining service delivery.

Resolved:

- a. That the approach and the Fire Governance Options Appraisal Project be endorsed by the Hampshire Fire and Rescue Authority as explained in option one in the report.

13. MINUTES OF STANDARDS AND GOVERNANCE COMMITTEE 23 MARCH 2017

The Authority received and noted the Minutes of the Standards and Governance Committee on 23 March 2017.

The recommendations to the Authority at Minute 11 were agreed.

14. **APPOINTMENT OF STANDARDS AND GOVERNANCE COMMITTEE AND OTHER APPOINTMENTS (EXEMPT APPENDIX)**

<The Exempt Appendix was noted under Item 9 on the Agenda>

Chairman,

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