

## **Item No 3(i)**

Minutes of the Meeting of  
the TYNE AND WEAR FIRE AND  
RESCUE AUTHORITY held in the  
Fire and Rescue Service  
Headquarters, Barmston Mere on  
MONDAY 15 SEPTEMBER 2014  
at 10.30 a.m.

### **Present:**

Councillor T Wright in the Chair

Councillors Bell, N. Forbes, Haley, Harrison, Mole, Mortimer, Padgett, Price, and Renton.

### **Part I**

#### **Chairman's Announcements**

The Chairman reported that he and the Chief Fire Officer had recently attended the FireFighters Memorial Day in London. This had been an excellent day with a vast amount of people attending.

The Chairman then went on to say that that a meeting of the Fire Services Committee had taken place and that Michelle Hodgson was now a member of this group.

#### **Apologies for Absence**

Apologies for absence were submitted to the meeting on behalf of Councillors Burdis, M. Forbes, Ord, Perry, Stephenson and Stockdale.

#### **Declarations of Interest**

There were no declarations of interest.

## **Minutes**

14. RESOLVED that:-

- (i) the minutes of the Authority, Part I held on 21 July 2014, Part I, be confirmed and signed as a correct record;
- (ii) the minutes of the meeting of the Governance Committee held on 30 June 2014, Part I, be noted for information;
- (iii) the minutes of the meeting of the Policy and Performance Committee held on 7 July 2014, Part I, be noted for information; and
- (iv) the minutes of the meeting of the Human Resources Committee held on 14 July 2014, Part I, be noted for information.

## **Meritorious Conduct Award**

The Chief Fire Officer submitted a report for the Authority to recognise the meritorious and brave actions taken by Master Robert Lee on 19 June 2014.

Members were advised that whilst walking to school along Sandown Gardens, Robert heard a smoke alarm sounding. Robert approached the property and saw the occupant lying on the floor in a smoke filled room.

Robert called out to a passer-by and instructed them to dial 999. These actions saved the life of the occupant and Robert acted calmly in a dangerous situation.

The Chairman, on behalf of the Authority, presented Robert with the award and commented upon the value of community work in schools, carried out by the Service.

15. RESOLVED that:-

- (i) The Meritorious Conduct Award for Master Robert Lee be noted and endorsed; and
- (ii) Robert be congratulated and thanked for his actions.

## **Annual Governance Review 2013-2014**

The Chief Fire Officer, Clerk to the Authority, the Finance Officer and the Personnel Advisor to the Authority submitted a joint report to provide details of the findings of the 2013-2014 Annual Governance Review and seeking approval of the Annual Governance Statement.

Members were advised that the review was undertaken by the Corporate Governance Steering Group and also of the methodology used to undertake the review.

Referring to section 4 of the report, Members noted that the Authority had robust and effective governance and internal control arrangements in place.

The Corporate Code of Governance had been updated and was attached at Appendix A of the report. In addition, the Annual Governance Statement had been drafted taking into account the findings of the review. The review found that only minor improvements were needed to the control environment in a small number of areas. The Annual Governance Statement was attached at Appendix B of the report.

A small number of actions had been identified to further develop governance and control arrangements, as detailed at Appendix C of the report.

The Action Plan 2013-2014 included 10 actions. Members were informed that action 17 had slipped to August 2014 and action 20 to September 2014. Four further actions were included in the Action Plan for 2014-2015.

16. RESOLVED that:-

- (i) The revised Code of Corporate Governance be approved; and
- (ii) The Annual Governance Statement be approved.

### **Domestic Sprinkler Partnership Project**

The Chief Fire Officer, the Clerk to the Authority and the Finance Officer submitted a joint report updating the Authority on partnership working to install sprinkler protection in dwellings within Tyne and Wear; improving safety of some of the most vulnerable people within the community.

Members were advised that the Authority identified vulnerable households through an intelligence led targeted methodology which enabled resources to be directed to those most in need, by using a four-stage 'Ultimate Protection Policy'.

Earlier Fire Authority reports had advised members that Officers would be working with partners to encourage installation of sprinkler systems in their building stock, and where appropriate, supported by TWFRS from the Community Safety capital reserve, with consideration of schemes on a case by case basis. To date, TWFRS had supported or planned to support 187 installations.

Members were then advised of progress made to date in each of the 5 districts. Although there was a variation in the total installation costs of the various schemes, this was due to the number of compartments protected and the complexity of the installation. The total costs ranged from £959 - £3,467 per installation.

To support the confirmed schemes a sum of £221,227 was committed from within the £300,000 Community Safety capital reserve and with the positive progress made to date, it was suggested that the Authority consider augmenting this reserve by a further £300,000.

The Chairman referred to the statistics detailed in section 2.3 of the report and commented upon the importance of supporting such schemes.

Councillor Price questioned whether Gentoo were likely to retrospectively install sprinklers however the CFO advised that at present, this was not likely to be the case. With regards to private building companies, work was being done to try and install sprinklers to new buildings as standard.

Councillor Haley commented that he hoped one day, some funding would be generated to support these live saving and worthy schemes.

17. RESOLVED that:-

- (i) the contents of the report be noted;
- (ii) the proposal detailed in 6.3 to support further schemes for the most vulnerable be agreed; and
- (iii) the installations of Sprinklers be championed.

### **Operational Assessment Peer Challenge 2014**

The Chief Fire Officer submitted a report informing Members of the Operational Assessment Peer Challenge programmed for 30<sup>th</sup> September to 3<sup>rd</sup> October 2014.

Members were advised that the process consisted of a self-assessment against seven Key Assessment Areas (KAAs), followed by an on-site peer review. The Self-Assessment had been completed and each Member had been issued with a copy.

The peer review would then focus on specific areas identified from the self-assessment and cover all other areas in less depth. In addition to this, three core questions would then be considered under the theme of Leadership and Corporate Capacity. Members of the Authority would also be asked to attend a focus session.

18. RESOLVED that:-

- (i) the contents of the report be noted; and
- (ii) further reports be received as appropriate.

### **Correspondence List**

The Chief Fire Officer submitted a list of correspondence that had been received since the last meeting of the Authority, and were not subject to a separate report.

19. RESOLVED that the correspondence list be received for information

## **Local Government (Access to Information) (Variation Order) 2006**

20. RESOLVED that in accordance with the Local Government (Access to Information) (Variation) Order 2006 the public be excluded during consideration of the remaining business as it was considered to involve a likely disclosure of information relating to the financial or business affairs of any particular person (including the Authority holding that information) or to consultations or negotiations in connection with labour relations matters arising between the Authority and employees of the Authority (Local Government Act 1972, Schedule 12A, Part I, Paragraphs 3 and 4).

(Signed) T WRIGHT  
Chairman

### **Note:**

The above minutes comprise those relating to items of business during which the meeting was open to the public.

Additional minutes in respect of other items are included in Part II.

