

**MINUTES OF A MEETING OF THE  
GREATER MANCHESTER FIRE AND RESCUE AUTHORITY**

**HELD ON 23rd JUNE 2011**

**Present:**

Councillor Fred Walker (Chairman), Councillor Henry Cooper (Vice-Chair), Councillors Daalat Ali, David Acton, John Bell, Dylan Butt, Basil Curley, Jim Dawson, Grace Fletcher-Hackwood, James Grundy, Derek Heffernan, Barrie Holland, Phillip Holley, Michael Jones, Bernard Judge, Tommy Judge, Iain Lindley, Alan Matthews, Wendy Meikle, Andrew Morgan, John O'Brien, Paul Shannon, Michael Smith, Sandra Walmsley, David Wilson, George Wilson and Patricia Young

Also in Attendance: Steve McGuirk (County Fire Officer & Chief Executive), Jim Owen (Deputy County Fire Officer), Joyce Refearn (Clerk to the Authority, Wigan MBC), Paul McKevitt (Treasurer, Wigan MBC), Ged Murphy (Director of Finance and Technical Services), Paul Argyle (Director of Emergency Response), Peter O'Reilly (Director of Prevention and Protection), Damian Parkinson (Director of ICT), Shelley Wright (Director of Corporate Communications), Gwynne Williams (Deputy Clerk and Authority Solicitor) and Donna Parker (Democratic Services Manager)

Also in attendance: Councillor Steve Williams (Oldham MBC) and Councillor Robert Splaine (Wigan MBC)

**1. APPOINTMENT OF CHAIRMAN 2011/12**

The Clerk invited nominations for the appointment of Chairman of the Authority for the municipal year 2011/12.

Councillor Fred Walker having been so nominated, it was:

Resolved: That Councillor Fred Walker be appointed Chairman of the Authority for 2011/12.

Councillor Fred Walker thereupon took the Chair.

**2. APPOINTMENT OF VICE-CHAIRMAN 2011/12**

The Chairman invited nominations for the appointment of Vice-Chairman of the Authority for the municipal year 2011/12.

Councillor Henry Cooper having been so nominated, it was:

Resolved: That Councillor Henry Cooper be appointed Vice-Chairman of the Authority for 2011/12.

Councillor Paul Shannon took the opportunity to congratulate Councillor Fred Walker and Councillor Henry Cooper on their appointment as Chairman and Vice-Chairman to the Authority for the 2011/12 municipal year.

Councillor John Bell also took the opportunity to speak on this item.

### **3. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Mohammed Ayub, Lynda Byrne and June West.

### **4. MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting held on 14th April 2011 were approved as a correct record and signed by the Chairman.

### **5. DECLARATIONS OF INTEREST**

There were no Declarations of Interest received.

### **6. URGENT BUSINESS (IF ANY)**

There were no items of urgent business received.

### **7. CHAIRMAN'S ANNOUNCEMENTS**

1. The Chairman welcomed Councillors Daalat Ali, Grace Fletcher-Hackwood, Mick Jones, Alan Matthews, Andrew Morgan, Robert Splaine, Sandra Walmsley, Steve Williams and George Wilson to the Authority. He also thanked former Members Councillor Paul Ankers, Eric Burgoyne, Jackie Harris, Pamela King, Alan McCarthy, Ann Metcalfe, Colin Shaw and Jack Walton for their contribution to the work of the Authority over the years.

In addition the Chairman reported that this would be Councillor Phil Holley and James Grundy's last meeting as they were both to be replaced on the Authority by Councillors Steve Williams and Robert Splaine on 28<sup>th</sup> June 2011.

2. The Chairman reminded Members that a 'Member Induction & Refresh Session' would be taking place on Friday 8<sup>th</sup> July commencing at 9.30am at the Training Centre, Manchester. All Members were encouraged to attend.
3. The Chairman reminded Members that a Member Training and Development Session titled 'A Day in the life of a Fire-Fighter' would be taking place on Friday 22<sup>nd</sup> July commencing at 9.30am at Eccles Fire Station. All Members were encouraged to attend this session and further information would be circulated nearer the time.

4. The Chairman reported that GMFRA had been successful in achieving Level 2 the 'exemplar' level of the North West Charter on Elected Member Development. A report detailing this further would be submitted to a future Committee meeting.

Councillor John Bell, former Member Champion for Member Development, reported that he was extremely proud that GMFRA had achieved both Level 1 and 2 the 'exemplar' level of the North West Charter on Elected Member Development within such a short time period. He took the opportunity to thank both the Members and Officers who had been involved in this application and encouraged all Members of the Authority to continue with the good work.

5. The Chairman reported that GMFRS had been successful in achieving the 'Regional Business in Community Carbon Positive Award' for our commitment to sustainability.
6. The Chairman listed the dates of 'Future Fire Station Open Days', for Members information and encouraged all Members to attend.

- Saturday 2 July – Blackley Fire Station at Heaton Park
- Sunday 31 July – Phillips Park Fire Station
- Saturday 20 August – Bolton Fire Station
- Tuesday 30 August – Irlam Fire Station
- Saturday 3 September – Leigh Fire Station
- Sunday 4 September – Rochdale Fire Station

## **8. QUESTIONS (IF ANY) UNDER STANDING ORDER 7**

There were no questions submitted.

## **9. AUTHORITY MEMBERSHIP 2011/12**

The Authority noted a report of the Clerk giving details of notifications of changes of membership which had been received from district councils for the 2011/12 municipal year.

All changes would have taken effect by 28<sup>th</sup> June 2011 and the Authority's Membership would then be as follows:

BOLTON	Councillor Mohammed Ayub	Labour
	Councillor Linda Byrne	Labour
	Councillor Andrew Morgan	Conservative
BURY	Councillor Alan Matthews	Labour
	Councillor Sandra Walmsley	Labour

MANCHESTER	Councillor Henry Cooper	Labour
	Councillor Basil Curley	Labour
	Councillor Grace Fletcher-Hackwood	Labour
	Councillor Tommy Judge	Labour
	Councillor Paul Shannon	Liberal Democrat
OLDHAM	Councillor Derek Heffernan	Liberal Democrat
	Councillor Bernard Judge	Labour
	Councillor Steve Williams	Labour
ROCHDALE	Councillor Daalat Ali	Labour
	Councillor June West	Labour
SALFORD	Councillor James Dawson	Labour
	Councillor Iain Lindley	Conservative
	Councillor George Wilson	Labour
STOCKPORT	Councillor Mick Jones	Conservative
	Councillor Wendy Meikle	Liberal Democrat
	Councillor David Wilson	Labour
TAMESIDE	Councillor John Bell	Conservative
	Councillor Barrie Holland	Labour
	Councillor Michael Smith	Labour
TRAFFORD	Councillor David Acton	Labour
	Councillor Dylan Butt	Conservative
	Councillor Patricia Young	Conservative
WIGAN	Councillor Robert Splaine	Independent
	Councillor John O'Brien	Labour
	Councillor Fred Walker	Labour

## **10. APPOINTMENT OF COMMITTEES 2011/12**

The Clerk submitted a report requesting the Authority to determine its Committee Structure, Terms of Reference and Committee Membership for 2011/12 municipal year. In addition, the Authority was also requested to approve the revised Scheme of Functions Delegated to Chief Officers.

The Chairman reported that the 'Audit Committee' would be re-named the 'Audit and Scrutiny Committee' and that the current Terms of Reference for this Committee, as set out in Appendix 1 of the report, be amended to reflect its additional duties relating to scrutiny. He requested that the revised Terms of Reference be submitted to the Policy, Resources and Performance Committee on 21<sup>st</sup> July for consideration.

Resolved: That:

1. The Authority's Committees be constituted for the 2011/12 municipal year (as detailed below), with terms of reference and delegated powers as set out in Appendix 1 to the report, subject to the Audit Committee being renamed the 'Audit and Scrutiny Committee':-

Committee	Membership 2011/12
Emergency Response Committee (15 Members)	Councillor David Acton (Chairman), John O'Brien (Vice-Chairman), Councillors John Bell, Dylan Butt, Lynda Byrne, Henry Cooper, Grace Fletcher-Hackwood, Iain Lindley, Alan Matthews, Wendy Meikle, Paul Shannon, Fred Walker, June West, Steve Williams, David Wilson and Patricia Young
Prevention and Protection Committee	Councillor Barrie Holland (Chairman), Councillor Bernard Judge (Vice-Chairman), Councillors Daalat Ali, Mohammed Ayub, John Bell, Dylan Butt, Henry Cooper, Basil Curley, James Dawson, Tommy Judge, Iain Lindley, Paul Shannon, Robert Splaine, Fred Walker and Sandra Walmsley
Policy, Resources and Performance Committee	Councillor Fred Walker (Chairman), Councillor Henry Cooper (Vice-Chairman), Councillors David Acton, John Bell, Lynda Byrne, Derek Heffernan, Barrie Holland, Michael Jones, Bernard Judge, Tommy Judge, Andrew Morgan, John O'Brien, Paul Shannon, Michael Smith and George Wilson
Audit and Scrutiny Committee (Standing Order 27 suspended)	Councillor John Bell (Chairman), Councillor Paul Shannon (Vice-Chairman), Councillors Dylan Butt, Basil Curley, Alan Matthews, Michael Smith, June West, David Wilson and George Wilson; Mr Ken Harper (Independent Member)
Standards Committee (Standing Order 27 suspended):	Councillors Daalat Ali, Mohammed Ayub, James Dawson, Grace Fletcher-Hackwood, Wendy Meikle and Patricia Young; Ms. L Curtis, Mr D. Barry and Mr G. Little (Independent Members)

2. The Clerk amend the Audit Committee's current Terms of Reference, set out in Appendix 1 of the report, to reflect its new title and additional scrutiny duties and submit the revised Terms of Reference to the Policy, Resources and Performance Committee on 21<sup>st</sup> July, for determination under delegated authority.
3. The revised 'Timetable of Meetings for the 2011/12 municipal year', be noted.
4. The revised Scheme of Functions Delegated to Chief Officers, be approved, subject to paragraph 1.2 of the Scheme being amended to read as follows:-
  - 1.2 Subject to there being no excess over the Budget without approval of the Authority:-
    - (a) the determination of departmental structures (including numbers of posts), subject to consultation with the Chairman; and
    - (b) the determination of gradings and associated allowances, and changes in relation thereto.

#### **11. GMFRS APPOINTMENTS 2011/12**

The Clerk submitted a report requesting the Authority to nominate Members to serve on the GMFRS Scrutiny Board (Partnership and Innovations Management Board) and Trustee of Greater Manchester Fire Service Museum Trust for the 2011/12 municipal year.

Resolved: That Members be nominated to serve for the 2011/12 municipal year as follows:

Appointment	Membership 2011/12
GMFRS Scrutiny Board (Partnership and Innovations Management Board)	Councillor John O'Brien (Chair) Councillor Derek Heffernan Councillor Andrew Morgan
Trustee of the Greater Fire Service Museum Trust	Councillor Daalat Ali

#### **12. NOMINATION OF MEMBERS TO ANSWER QUESTIONS 2011/12**

The Clerk submitted a report requesting the Authority to consider, pursuant to Section 41 of the Local Government Act 1985, the appointment of a Member of each constituent council to answer on behalf of the Authority questions raised during the course of meetings of their councils in relation to the discharge of the functions of the Authority.

Resolved: That Members be nominated for the purpose of Section 41 of the Local Government Act 1985 for the 2011/12 municipal year as follows:-

Bolton	Councillor Mohammed Ayub
Bury	Councillor Alan Matthews
Manchester	Councillor Basil Curley
Oldham	Councillor Bernard Judge
Rochdale	Councillor Daalat Ali
Salford	Councillor James Dawson
Stockport	Councillor David Wilson
Tameside	Councillor Michael Smith
Trafford	Councillor David Acton
Wigan	Councillor Fred Walker

### 13. REPRESENTATION ON OUTSIDE BODIES 2011/12

The Clerk submitted a report requesting the Authority to determine its representation on outside bodies for the 2011/12 municipal year.

Resolved: That Members be appointed to represent the Authority on outside bodies for the 2011/12 municipal year as follows:-

Outside Body	Representation 2011/12
LGA Fire Commission	Chairman of the Authority Vice-Chairman of the Authority Leader of the Opposition – Councillor John Bell (Councillor John O'Brien - Standing Deputy)
LGA General Assembly	Fire Forum representatives and standing deputy (Chairman authorised to cast Authority's votes)
LGA Urban Commission	Councillor Tommy Judge Councillor Iain Lindley
North West Strategic Partnership Board	Chairman of the Authority Vice-Chairman of the Authority Leader of the Opposition – Councillor John Bell
North West Regional Fire Control Company (Directors)	Chairman of the Authority Vice-Chairman of the Authority (or their deputy – Councillor George Wilson) (The Chairman or Vice-Chairman as his deputy also be authorised to

	represent the Authority at meetings of Members of the Company)
North West Employer's	Chairman of the Authority
AGMA Public Protection Commission	Chairman of the Authority
AGMA Executive Board	Chairman of the Authority (or their deputy)
Association of Metropolitan Fire and Rescue Authorities (AMFRA)	Chairman of the Authority Vice-Chairman of the Authority (Councillor George Wilson - Substitute)
Greater Manchester Centre for Voluntary Organisation (GMCVO)	Councillor Grace Fletcher-Hackwood
Association of Police Authorities – National Olympic Security Oversight Group (NOSOG)	Chairman of the Authority

#### **14. MEMBER CHAMPIONS 2011/12**

The Clerk submitted a report which requested the Authority to nominate Members to serve as Member Champions for the 2011/12 municipal year.

The Chairman requested Members to provide expressions of interest to fill these positions on a cross-party basis.

Resolved: That:

1. Delegated authority be given to the Clerk following nominations from the Chairman and Vice-Chairman of the Authority to appoint to the following subject areas for the 2011/12 municipal year:

Member Champion for Absence Management;  
Member Champion for Children Young People;  
Member Champion for Efficiency Savings;  
Member Champion for Inclusivity;  
Member Champion for Fire Control;  
Member Champion for Member Development;  
Member Champion for Sustainability.

2. The amended Member Champion Terms of Reference as set out in the report, be noted.



**15. COMMITTEE PROCEEDINGS: TO NOTE THE MINUTES OF PROCEEDINGS OF COMMITTEES (APPROVED BY POLICY STANDING SUB-COMMITTEE UNDER DELEGATED POWERS ON 26TH MAY 2011) AS FOLLOWS: HUMAN RESOURCES COMMITTEE - 28 APRIL, 2011**

The Minutes of proceedings of the Human Resources Committee held on 28<sup>th</sup> April 2011 (approved by Policy Standing Sub-Committee under delegated power on 26<sup>th</sup> May 2011) were submitted (Appendix 1).

Resolved: That the proceedings of the Human Resources Committee held on 28<sup>th</sup> April 2011 be noted.

**16. MINUTES OF FINANCE & GENERAL PURPOSES COMMITTEE - 19TH MAY, 2011**

The Minutes of proceedings of the Finance and General Purposes Committee held on 19<sup>th</sup> May 2011 (approved by Policy Standing Sub-Committee under delegated power on 26<sup>th</sup> May 2011) were submitted (Appendix 2).

Resolved: That the proceedings of the Finance and General Purposes Committee held on 19<sup>th</sup> May 2011 be noted.

**17. MINUTES OF POLICY COMMITTEE - 26TH MAY, 2011**

The Minutes of proceedings of the Policy Committee held on 26<sup>th</sup> May 2011 (approved by Policy Standing Sub-Committee under delegated power on 26<sup>th</sup> May 2011) were submitted (Appendix 3).

Resolved: That the proceedings of the Policy Committee held on 26<sup>th</sup> May 2011 be noted.

**18. FINAL OUT-TURN PERFORMANCE REPORTING FOR THE YEAR 2010/11**

Consideration was given to a report of the County Fire Officer and Chief Executive which summarised the progress made against the development actions contained within the one year 2010/11 Corporate Plan and overall corporate performance for the period covering 1<sup>st</sup> April 2010 to 31<sup>st</sup> March 2011.

Members were advised that the report contained the following performance reporting:-

- The final out-turn 'highlight' report of progress against the development goals in the 2010/11 one year Corporate Plan;
- The final out-turn performance, reported against the current key corporate indicators;
- The Authority's Annual Corporate Report which included a summary of the overall performance against the one year interim Integrated Risk Management Plan projects and a selection of highlights from 2010/11.

In conclusion, it was reported that the overall performance of the Service continued to improve across the performance measures including key areas such as primary fires, deliberate primary fires and fatalities, matched by the increase in both the number of Home Fire Risk Assessments completed and improved targeting.

Resolved: That:-

1. The content of the Final Out-turn Performance Reporting for the Year 2010/11, be noted.
2. The Out-turn Performance against the indicators in the performance framework for 2010/11, be noted.

#### **19. TREASURY MANAGEMENT ANNUAL REPORT 2011/12**

Consideration was given to a report of the Treasurer which presented the Treasury Management Annual Report for 2010/11, and which met the requirements of the CIPFA Code of Practice on Treasury Management.

Resolved: That the Treasury Management Annual Report for 2010/11 be accepted.

#### **20. INDEPENDENT REMUNERATION PANEL - SCHEME OF MEMBERS' ALLOWANCES**

Consideration was given to a report of the Clerk which set out the recommendations of the Independent Remuneration Panel which met with the three Group Leaders and Officers from GMFRA on 26<sup>th</sup> May 2011.

Resolved: That:

1. The content of the report including the recommendations of the Independent Remuneration Panel, as set out in the report, be noted.
2. The current Basic Allowance of £3,912 including the 12% pension uplift, be approved.
3. The recommended Special Responsibility Allowance (SRA) for the Chairman of the Authority of £29,128 including 12% pension uplift, be approved.
4. The recommended SRA for the Vice-Chairman of the Authority of £13,104 including the 12% pension uplift, be approved.
5. The two positions of Chairman of the Strategic Committees be referred back to the Independent Remuneration Panel for further consideration in the light of the resolution under Item 10 of the agenda.

6. The recommended SRA for the two positions of Vice-Chairman of the Strategic Committees of £3,049 including the 12% pension uplift, be approved.
7. The recommended SRA for the Chairman of the Audit Committee and the recommendation to discontinue the SRA for the Vice-Chairman of the Audit Committee be referred back to the Independent Remuneration Panel for further consideration in the light of the resolution under Item 10 of the agenda.
8. The recommendation to discontinue with the SRA for the Chairman of the Equality and Diversity Overview Group, be approved.
9. The recommended Co-optees Allowance for the Chairman of the Standards Committee at £595, be approved.
10. The recommended Co-optees Allowance for the two Co-optees of the Standards Committee and one Co-optee of the Audit Committee at £297, be approved.
11. The HMRC mileage rates, as detailed at paragraph 19 of the report, be adopted.
12. The subsistence rates, and conditions by which they can be claimed by Authority Members, be maintained on the current basis.
13. The possibility of permitting those Members with dependent children to access the Salary Sacrifice Scheme on the same basis as Officers of the Authority, be explored.
14. The following indices be applied to the remuneration and allowances paid to Authority Members:-
  - a) Basic Allowance, SRAs and Co-optees' Allowances
    - Indexed to the annual percentage salary increase for local government staff (at spinal column 49) to be applicable from the start of the municipal year, rather than financial year.
  - b) Mileage Allowance
    - Indexed to the HMRC rates
  - c) Subsistence Allowances
    - The day subsistence allowances, overnight subsistence allowances and incidental expenses allowance be indexed to the consumer price index (CPI), rather than the retail price index
15. The 1-SRA only rule, where an Authority Member can only be paid one SRA regardless of the number of remunerated posts they may hold on the Authority, be approved.

16. The implementation of the revised allowances, as detailed above, come into effect immediately from this meeting.
17. The Clerk be authorised to amend the Scheme of Members' Allowances accordingly pending reconsideration of these allowances by the Independent Remuneration Panel, and thereafter by the Authority, the current special responsibility allowances contained in the Scheme of Members' Allowances shall apply.

CHAIRMAN