

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

HELD ON 21st JUNE 2012

Present:

Councillor David Acton (Chairman), Councillor Tommy Judge (Vice-Chairman), Councillors John Bell (Deputy Chairman), Mohammed Ayub, Dylan Butt, Lynda Byrne, Basil Curley, Jim Dawson, Jim Ellis, Hilary Fairclough, Grace Fletcher-Hackwood, Derek Heffernan, James Hennigan, David Higgins, Barrie Holland, Bernard Judge, Iain Lindley, Alan Matthews, Wendy Meikle, Amna Mir, Shelia Newman, John O'Brien, Shaun O'Neill, Michael Smith, Fred Walker, Lisa Walker, Sandra Walmsley, Steve Williams, David Wilson and George Wilson

Also in Attendance: Steve McGuirk (County Fire Officer & Chief Executive), Jim Owen (Deputy County Fire Officer), Paul McKeivitt (Treasurer, Wigan MBC), Ged Murphy (Director of Finance and Technical Services), Peter O'Reilly (Director of Prevention and Protection), Damian Parkinson (Director of ICT), Gwynne Williams (Deputy Clerk and Authority Solicitor) and Donna Parker (Democratic Services Manager)

1. APPOINTMENT OF CHAIRMAN 2012/13

The Deputy Clerk invited nominations for the appointment of Chairman of the Authority for the municipal year 2012/13.

Councillor David Acton having been so nominated, it was:

Resolved: That Councillor David Acton be appointed Chairman of the Authority 2012/13.

Councillor David Acton thereupon took the Chair.

Upon appointment the Chairman took the opportunity to welcome new Councillors Jim Ellis, Hilary Fairclough, James Hennigan, David Higgins, Amna Mir, Sheila Newman, Shaun O'Neill and Lisa Walker to their first meeting of the Authority and to thank former Members Councillor Daalat Ali, Mick Jones, Andrew Morgan, Paul Shannon, Robert Splaine, June West and Patricia Young for their contribution to the work of the Authority over their years service and wished them all the best for the future. He also noted that this would be Councillor David Wilson's last meeting as he was to be replaced on the Authority by Councillor Walter Brett, from Stockport MBC, with effect from 30th June 2012.

The Chairman on behalf of the Authority took the opportunity to congratulate Councillor David Wilson on his sponsored bike ride from Stockport to Swinton which he had completed that morning to raise money for the Mayor of Stockport's Charities namely 'The Tree House – The Children's Unity at

Stepping Hill Hospital' and 'Stockport without Abuse' (formerly known as Stockport Women's Aid). The Mayor of Stockport this municipal year was Authority Member, Councillor Wendy Meikle.

2. APPOINTMENT OF VICE-CHAIRMAN 2012/13

The Chairman invited nominations for the appointment of Vice-Chairman of the Authority for the municipal year 2012/13.

Councillor Tommy Judge having been so nominated, it was:

Resolved: That Councillor Tommy Judge be appointed as Vice-Chairman of the Authority for 2012/13.

3. APOLOGIES FOR ABSENCE

There were no apologies for absence received.

4. MINUTES OF PREVIOUS MEETING

The Minutes of the Meeting held on 19th April 2012 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 reminded Members that a 'Member Induction & Refresh Session' would be taking place on Thursday 5th July 2012 commencing at 9.30am at the Training Centre, Manchester and all Members were encouraged to attend.
2. The Chairman reminded Members that a 'Visit to the New Bury Fire Station' would be taking place on Friday 29th June 2012 at 10.00am. Members could either make their own way or a minibus would be available from FSHQ at 9.30am. All Members were encouraged to attend.
3. The Chairman reported that Richard Harries, Deputy Director of CLG would be visiting GMFRS to meet with the County Fire Officer and Chief Executive and the Chairman, Vice-Chairman and Deputy Chairman of the Authority on Friday 22nd June 2012. Bob Neill, Fire Minister would also be visiting GMFRS on Tuesday 4th September 2012.

4. The Chairman informed Members that there was to be a meeting between the Metropolitan Fire Chiefs and leading Members with MPs in Parliament on Tuesday 3rd July 2012 and it would be appreciated if Members of the Authority could lobby their own local MP's to attend this meeting. The latest Association of Metropolitan Fire and Rescue Authorities (AMFRA) Document would be used as a basis for this discussion.
5. The Chairman on behalf of the Authority took the opportunity to congratulate Pete Stevenson an ex-colleague from GMFRS, who had been awarded an MBE for his international search and rescue work.

8. QUESTION (IF ANY) UNDER STANDING ORDER 7

There were no questions submitted.

9. APPOINTMENT OF COMMITTEES - 2012/2013

The Clerk submitted a report requesting the Authority to determine its Committee Structure, Terms of Reference and Committee Membership for the 2012/13 municipal year.

The Chairman reported that it was proposed that a second post of vice-chairman of the Authority, designated Deputy Chairman, was created to work alongside the Chairman and Vice-Chairman of the Authority and that the leader of the majority group was so appointed to this position.

The Clerk reported that at the meeting of the Policy, Resources and Performance Committee held on 17th May 2012 (Minute 60 refers) it was agreed that standards matters would be incorporated into Audit and Scrutiny Committees Terms of Reference, when the new Standards Framework came into force. The Clerk advised that since the preparation of the committee report the Statutory Instruments had been made on 6th June 2012 bringing the new standards framework into force on 1st July 2012.

The Authority had already agreed to transfer standards functions to the Audit and Scrutiny Committee. The additional Terms of Reference agreed at the Policy, Resources and Performance Committee would now take effect on 1st July 2012 and the Committee would be renamed as the 'Audit, Scrutiny and Standards Committee'. This would mean that the current Standards Committee and Standards Committee Independent Members would cease to act in that capacity from 1st July 2012 and any complaints received from now on would be determined under the new framework.

The recruitment of an Independent Person had already been agreed at the Policy, Resources and Performance Committee held on 17th May 2012 this process would now proceed with a view to bringing a recommendation to the next meeting of the Authority on 6th September 2012.

The Authority must now adopt a new Code of Conduct that would be submitted to the next meeting of the Authority on 6th September 2012 for adoption. Regulations defining Disclosable Pecuniary Interests had been made and the Clerk would write to all Members of the Authority advising what these include.

The Clerk reported that the current Independent Member on the Audit and Scrutiny Committee, Mr Ken Harper, had given notice that he was not seeking renewal of his appointment at the end of his term of office and the process to recruit two new Independent Members was currently underway. Mr Harper's term of office was due to come to an end on 10th September 2012 and it was proposed to extend his appointment until the 30th September 2012 to allow him to attend the next meeting of the Audit, Scrutiny and Standards Committee on 27th September 2012.

The Chairman took the opportunity to thank the three Standards Committee Independent Members namely, Mr Gavin Little (Chairman), Mr Dennis Barry and Ms Louise Curtis for all their contribution to the work of the Authority over the past three years and wished them all the best for the future.

Resolved: That:

1. Councillor John Bell be appointed Deputy Chairman of the Authority for the 2012/13 municipal year.
2. The Authority's Committees be constituted for the 2012/13 municipal year (as detailed below), with the terms of reference and delegated powers as detailed in Appendix 1 of the report, subject to the Audit and Scrutiny Committee being renamed the 'Audit, Scrutiny and Standards Committee':-

Committee	Membership 2012/13
Emergency Response Committee (15 Members)	Councillor John O'Brien (Chairman), Lynda Byrne (Vice-Chairman), Councillors David Acton, John Bell, Grace Fletcher-Hackwood, Derek Heffernan, Tommy Judge, Iain Lindley, Alan Matthews, Wendy Meikle, Shelia Newman, Shaun O'Neill, Fred Walker, Lisa Walker and Steve Williams
Policy, Resources and Performance Committee (15 Members)	Councillor David Acton (Chairman), Tommy Judge (Vice-Chairman), Councillors John Bell, Dylan Butt, Lynda Byrne, Grace Fletcher-Hackwood, Derek Heffernan, James Hennigan, Barrie Holland, Bernard Judge, Iain Lindley, Alan Matthews,

	John O'Brien, Michael Smith and Fred Walker
Prevention and Protection Committee (15 Members)	Councillor Barrie Holland (Chairman) Bernard Judge (Vice-Chairman), Councillors David Acton, Mohammed Ayub, John Bell, Walter Brett, Basil Curley, Jim Dawson, Jim Ellis, Hilary Fairclough, James Hennigan, David Higgins, Tommy Judge, Amna Mir and Sandra Walmsley
Audit, Scrutiny and Standards Committee (Standing Order 27 Suspended) (9 Members)	Councillor Dylan Butt (Chairman) Derek Heffernan (Vice-Chairman) Councillors Walter Brett, Basil Curley, Jim Dawson, David Higgins, Alan Matthews, Shaun O'Neill and George Wilson; Mr Ken Harper (Independent Member until 30 th September 2012)

3. The Clerk amend the Audit and Scrutiny Committee's current Terms of Reference, as detailed in Appendix 1 of the report, to reflect its new title and additional standards functions, as agreed at the Policy, Resources and Performance Committee held on 17th May 2012 (minute 60 refers).
4. The Standards Committee cease and the three Standards Committee Independent Members cease to act in that capacity from 1st July 2012.
5. A new Code of Conduct in accordance with the new regulations be submitted to the next meeting of the Authority on 6th September 2012 for adoption.
6. The appointment of Mr K. Harper as an Independent Member of the Authority's Audit, Scrutiny and Standards Committee be extended until 30th September 2012, be approved.
7. The Clerk proceed with the recruitment of an Independent Person with a view to bringing a recommendation to the next meeting of the Authority on 6th September 2012.
8. The Clerk write to all Member of the Authority defining Disclosable Pecuniary Interests.

10. AUTHORITY MEMBERSHIP 2012/13

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 2012/13 municipal year.

All changes would have taken effect by 30th June 2012 and the Authority's Membership would then be as follows:

BOLTON	Councillor Mohammed Ayub	Labour
	Councillor Lynda Byrne	Labour
	Councillor Hilary Fairclough	Conservative
BURY	Councillor Alan Matthews	Labour
	Councillor Sandra Walmsley	Labour
MANCHESTER	Councillor Basil Curley	Labour
	Councillor Grace Fletcher-Hackwood	Labour
	Councillor James Hennigan	Liberal Democrat
	Councillor Tommy Judge	Labour
	Councillor Sheila Newman	Labour
OLDHAM	Councillor Derek Heffernan	Liberal Democrat
	Councillor Bernard Judge	Labour
	Councillor Steve Williams	Labour
ROCHDALE	Councillor Amna Mir	Labour
	Councillor Shaun O'Neill	Labour
STOCKPORT	Councillor Walter Brett	Labour
	Councillor Wendy Meikle	Liberal Democrat
	Councillor Lisa Walker	Conservative
TAMESIDE	Councillor John Bell	Conservative
	Councillor Barrie Holland	Labour
	Councillor Michael Smith	Labour
TRAFFORD	Councillor David Acton	Labour
	Councillor Dylan Butt	Conservative
	Councillor David Higgins	Conservative
WIGAN	Councillor James Ellis	Independent
	Councillor John O'Brien	Labour
	Councillor Fred Walker	Labour

11. GMFRS APPOINTMENTS 2012/13

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 and Rescue Museum Trust for the 2012/13 municipal year.

Resolved: That Members be nominated to serve for the 2012/13 municipal year, as follows:-

Appointment	Membership 2012/13
GMFRS Scrutiny Board (Partnership and Innovations Management Board)	Councillor John O'Brien(Chair) Councillor Dylan Butt Councillor Derek Heffernan
Trustee of the Greater Manchester Fire and Rescue Service Museum Trust	Councillor Amna Mir

12. NOMINATION OF MEMBERS TO ANSWER QUESTIONS 2012/13

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 functions of the Authority.

Resolved: That Members be appointed for the purpose of Section 41 of the Local Government Act 1985 for the 2012/13 municipal year as follows:-

Bolton	Councillor Mohammed Ayub
Bury	Councillor Alan Matthews
Manchester	Councillor Tommy Judge
Oldham	Councillor Steve Williams
Rochdale	Councillor Shaun O'Neill
Salford	Councillor James Dawson
Stockport	Councillor Walter Brett
Tameside	Councillor Michael Smith
Trafford	Councillor David Acton
Wigan	Councillor Fred Walker

13. REPRESENTATION OF OUTSIDE BODIES 2012/13

The Clerk submitted a report requesting the Authority to determine its representation on outside bodies for the 2012/13 municipal year.

Resolved: That Members be appointed to represent the Authority on outside bodies for the 2012/13 municipal year as follows:-

Outside Body	Representation 2012/13
LGA Fire Commission	Chairman of the Authority Vice-Chairman of the Authority Leader of the Opposition
LGA Annual Assembly	Fire Commission representatives and standing deputy (Chairman authorised

	to cast the Authority's vote)
LGA Urban Commission	Councillor Iain Lindley Councillor Fred Walker
North West Partnership Board	Chairman of the Authority Vice-Chairman of the Authority Leader of the Opposition
Directors of the North West Fire Control Limited	Chairman of the Authority Councillor Fred Walker (Councillor George Wilson - Substitute)
North West Employers'	Councillor Fred Walker
AGMA Public Protection Commission	Chairman of the Authority
AGMA Executive Board	Chairman of the Authority (or their Deputy)
Greater Manchester Combined Authority (GMAC)	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)
Association of Police Authorities National Olympic Security Oversight Group (NOSOG)	Chairman of the Authority
Greater Manchester Centre for Voluntary Organisations (GMCVO)	Councillor Grace Fletcher-Hackwood

14. MEMBER CHAMPIONS 2012/13

The Clerk submitted a report which requested the Authority to nominate Members to serve as Member Champions for the 2012/13 municipal year.

It was reported that following the implementation of the Authority's new Committee Structure in June 2011, the current Member Champion subject areas had been reviewed and increased in line with GMFRS's main priorities. The ten Member Champion subject areas now include:-

- Absence Management;
- Children and Young People;

- Efficiency Savings and Sustainability;
- Member Development;
- Inclusivity;
- Fire Control;
- Sprinklers;
- Health and Safety;
- Road Safety;
- Community Relations.

Resolved: That:

1. The following Members be appointed to serve as Member Champions to the following subject areas for the 2012/13 municipal year:

Member Champion for Absence Management: Councillor Barrie Holland

Member Champions for Children Young People: Councillors Wendy Meikle and Sheila Newman

Member Champion for Efficiency Savings and Sustainability: Councillor George Wilson

Member Champion for Inclusivity: Councillor Amna Mir

Member Champions for Fire Control: Councillors Fred Walker and Steve Williams

Member Champions for Member Development: Councillors John Bell and Lynda Byrne

Member Champion for Sprinklers: Councillor Jim Dawson

Member Champion for Health and Safety: Councillor Alan Matthews

Member Champions for Road Safety: Councillor Bernard Judge and Lisa Walker

Member Champion for Community Relations: Councillor Grace Fletcher-Hackwood

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

15. COMMITTEE PROCEEDINGS: TO NOTE MINUTES OF PROCEEDINGS OF COMMITTEES (APPROVED BY POLICY STANDING SUB-COMMITTEE UNDER DELEGATED POWERS ON 31ST MAY, 2012) AS FOLLOWS: MINUTES OF MEETING 18TH APRIL, 2012 OF AUDIT AND SCRUTINY COMMITTEE

The Minute of the proceedings of the Audit and Scrutiny Committee held on 18th April 2012 (approved by Policy Standing Sub-Committee under delegated powers on 31st May 2012) were submitted (Appendix 1).

Resolved: That the proceedings of the Audit and Scrutiny Committee held on 18th April 2012, be noted.

16. MINUTES OF MEETING 26TH APRIL, 2012 OF EMERGENCY RESPONSE COMMITTEE

The Minute of the proceedings of the Emergency Response Committee held on 26th April 2012 (approved by Policy Standing Sub-Committee under delegated powers on 31st May 2012) were submitted (Appendix 2).

Resolved: That the proceedings of the Emergency Response Committee held on 26th April 2012, be noted.

17. MINUTES OF MEETING 17TH MAY, 2012 OF POLICY, RESOURCES AND PERFORMANCE COMMITTEE

The Minute of the proceedings of the Policy, Resources and Performance Committee held on 17th May 2012 (approved by Policy Standing Sub-Committee under delegated powers on 31st May 2012) were submitted (Appendix 3).

Resolved: That the proceedings of the Policy, Resources and Performance Committee held on 17th May 2012, be noted.

18. MINUTES OF MEETING THURSDAY, 31ST MAY, 2012 OF PREVENTION AND PROTECTION COMMITTEE

The Minute of the proceedings of the Prevention and Protection Committee held on 31st May 2012 (approved by Policy Standing Sub-Committee under delegated powers on 31st May 2012) were submitted (Appendix 4).

Resolved: That the proceedings of the Prevention and Protection Committee held on 31st May 2012, be noted.

19. TREASURY MANAGEMENT ANNUAL REVIEW REPORT 2011/12

Consideration was given to a report of the Treasurer which presented the Treasury Management Annual Report 2011/12. The report outlined the Authority's Treasury Management Practices and provided actual prudential and treasury indicators for 2011/12. The report met the requirements of the CIPFA Code of Practice on Treasury Management.

Resolved: That the Treasury Management Annual Report for 2011/12 be accepted.

20. CHIEF OFFICER'S ACTIVITY REPORT - QUARTER 4 (1ST JANUARY TO 31ST MARCH 2012)

The County Fire Officer and Chief Executive presented the 'Chief Officer's Activity Report' for Quarter 4 2011/12 – 1st January to 31st March 2012, for Members' information and comments.

The report provided information on the wide ranging activities which had taken place across the Boroughs during this period. The report also provided an update on the following subject matters:-

- Strategic Projects and Specialist Response;
- Operational Incidents;
- Service Delivery;
- Prevention and Protection;
- Events and Campaigns;
- Volunteers;
- Children and Young People;
- Articles of interest.

Members welcomed the report, and raised a number of questions and comments on its content that were answered accordingly.

Resolved: That the 'Chief Officer's Activity Report' for Quarter 4 2011/12 – 1st January to 31st March 2012, including the comments raised, be noted.

21. QUARTER 4 PERFORMANCE REPORTING FOR THE YEAR 2011/12

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 Corporate Plan 2011/14 and overall corporate performance for the period covering 1st April 2011 to 31st March 2012.

Members were advised that the Corporate Plan 2011/14 contained 22 'Corporate Development Goals' and 19 'Delivery Goals' which reflected the intended outcomes from the Service's Business Model. A condensed summary of Quarter 4 – Progress against the Development Goals, was attached at Appendix A of the report. It was noted that progress was broadly on target with the exceptions noted in the summary.

The Deputy County Fire Officer explained the 2011/12 Performance Indicators Framework that was attached at Appendix B of the report together with the Annual Report 2011/12, attached at Appendix C of the report, which presented the Authority's headline achievements and progress against each of the aims and goals contained within the Corporate Plan 2011/14.

The 'Measuring Progress' report, attached at Appendix D of the report, provided a greater level of detail and transparency of performance against the corporate measures broken down by each borough. This report was intended to complement the richer picture of the Service activity within the Chief Officer's Activity reports and to support Members in their meetings with borough managers and partners.

Members had an in-depth discussion and asked questions on the introduction of new measures for 2012/13 and the improvements in key measures including reductions in the total number of primary fires, deliberate fires,

numbers of casualties, consumption of utilities and increases to the number of enforcement, inspections, prohibitions and prevention and protection activity.

The Chairman took the opportunity to thank all Officers involved for their hard work and commitment in producing this extensive report.

Resolved: That:

1. The performance against development and delivery goals for Quarter 4 2011/12 of the Corporate Plan 2011/14, be noted.
2. The 'Measuring Progress' Quarterly report, as detailed in Appendix D of the report, for future use in meetings with Borough Managers and partners, be noted.
3. The publication of the Authority's Annual Report 2011/12, be approved.
4. The proposed changes to Key Performance Indicators (KPIs) from Quarter 1 2012/13 to include non-domestic fires and a breakdown of casualty severity, be approved.

CHAIRMAN