

DRAFT

Minutes of a meeting of the Leicester, Leicestershire and Rutland Combined Fire Authority, held at Leicestershire County Council, County Hall, Glenfield, Leicester on Monday, 11th December 2017.

PRESENT

Mr P Bedford CC	Mr N Rushton CC (Chairman)
Mr M Charlesworth CC	Mr J Poland CC
Cllr M Chohan	Mr S Sheahan CC
Mrs H Fryer CC	Cllr K Singh Johal
Mr D Harrison CC	Mr D Slater CC
Mr J Kaufman CC	Sir P Soulsby (Vice Chairman)
Mr B Liquorish CC	Cllr A Thalukdar
Cllr K Master	

OFFICERS

Mr S Lunn	Chief Fire and Rescue Officer
Mr R Taylor	Assistant Chief Fire and Rescue Officer
Mr M Noble	Leicester City Council (Head of Financial Strategy)
Ms L Haslam	Monitoring Officer
Mrs J Green	Committee Support Officer

IN ATTENDANCE

Mrs H Brookes	KPMG (External Auditors)
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1. Apologies for absence

Apologies were received from Mrs B Seaton CC, Ms B Newton, Mr S Bray CC, Mr M Wyatt CC, Cllr K Bool and Mrs A Greenhill (Treasurer).

2. To receive declarations by members of interests in respect of items on this Agenda

None.

3. Urgent Business

None.

4. Chair's announcements

The Chairman informed the CFA of the following matters:

- He confirmed that Assistant Chief Fire and Rescue Officer (ACO) Rick Taylor would commence in the role of Interim Chief Fire and Rescue Officer (CFO) with effect from 1st January 2018.
- He acknowledged that on 2nd December 2017 the new firefighter recruits had taken part in a charity ladder climb in Leicester City Centre where they reached an equivalent height to that of Mount Everest. The CFA expressed their congratulations.
- He updated the CFA on the recent Long Service Awards Ceremony which was held at Beaumanor Hall, Woodhouse Eaves on 4th December 2017. Lady Gretton and Sir Laurence Howard had been in attendance. The event was very well run and enjoyed by those present.

Finally, the CFA offered CFO Steve Lunn their sincere congratulations and best wishes as he prepared to take retirement following a long and successful career in the Fire Service.

5. Public Participation/CFA Rules of Procedure Rule 9 – Member Questions

None

6. To confirm the Minutes of the Meeting of the Combined Fire Authority (CFA) held on 28th September 2017 as a correct record.

RESOLVED:

The CFA confirmed the Minutes of the Meeting of the CFA on 28th September 2017 as a correct record.

7. To consider the Minutes of the Corporate Governance Committee meeting held on 22nd November 2017

RESOLVED:

The CFA noted the Minutes of the meeting of the Corporate Governance Committee held on 22nd November 2017.

8. External Audit Annual Audit Letter 2016-17

Mark Noble, Head of Financial Strategy, Leicester City Council and Helen Brookes, External Auditor, KPMG presented the External Audit Annual Audit Letter 2016-17 to the CFA.

RESOLVED:

The CFA noted the External Audit Annual Audit Letter.

9. Annual Report, Statement of Assurance and Annual Equality Report 2016/17

The CFO presented the draft combined annual report, statement of assurance and annual equality report for 2016-17 to the CFA for approval ahead of its publication.

The recommendation was moved and agreed.

RESOLVED:

The CFA approved the draft combined annual report, statement of assurance and annual equality report for 2016-17 for publication and agreed delegated powers to the Chief Fire and Rescue Officer to make any necessary minor amendments prior to publication.

10. Equality Scheme 2018-20

The CFO presented the draft Equality Scheme 2018-20 to the CFA for approval ahead of its publication.

The recommendation was moved and agreed.

RESOLVED:

The CFA approved the draft Equality Scheme 2018-20 for wider consultation and publication and agreed delegated powers to the Chief Fire and Rescue Officer to make any necessary minor amendments prior to publication.

11. Operational Update

The CFO updated the CFA in respect of key operational developments that have occurred during this calendar year to date.

The CFA noted with interest the progress of the rollout of the Tactical Response Vehicles (TRVs) and acknowledged the positive feedback received to date. Members expressed an interest in having an opportunity to view one of the TRVs' at a convenient future CFA meeting venue.

RESOLVED:

The CFA noted the contents of the report.

12. Forge Health: directors Report and Statement of Accounts 2016/17

The CFO presented the results of the seventh year of trading for the CFA's Occupational Health trading company, Forge Health Limited.

RESOLVED:

The CFA noted the report.

13. Review of the Constitution

The Monitoring Officer presented to the CFA for its approval proposed changes to the Constitution.

The recommendation was moved and agreed.

RESOLVED:

The CFA approved the proposed changes to the Constitution as set out in the Appendix to this report.

14. Date of Next Meeting

This was confirmed as Wednesday 7th February 2018 to be held at Rutland County Council at 11.00am. Further details to follow.

Future CFA Meeting Dates:

20th June 2018 (annual meeting)

**11th December 2017
10.00 am – 10.20 am**

CHAIRMAN