

**UPDATE ON ACTIONS / RESOLUTIONS FROM THE MINUTES OF THE  
FIRE & RESCUE AUTHORITY MEETING  
HELD ON 16 SEPTEMBER 2019**

**FOR FIRE & RESCUE AUTHORITY MEETING – MONDAY 14 OCTOBER 2019**

**Minute 8 To receive any questions or communications from the public**

- To share with Members the response to Unite's correspondence in relation to the Integrated Risk Management Plan proposals.

**Please find attached the information received from L Noble and emailed to Members by M McCool on 24.09.19**

**Minute 9 Minutes of the Authority Meeting held on 22 July 2019**

- To provide Members with a form of words to provide clarity on the membership of the Evaluation Panel.

**Please see below the information that was emailed to Members by L Noble on 17.09.19**

A query was raised by Cllr Ransome at the FRA meeting yesterday in respect of the Evaluation criteria / process for Independent members.

Having done some research into previous recruitment exercises, and there is a wealth of information that I can provide to support the requests for changes to the process which go back to 28<sup>th</sup> November 2016 and the subsequent appointment of Christopher Pilkington. However, in summary, the following changes were made following requests from Cllrs Ransome and Ayris:

1. That the role profile be reviewed and updated.
2. That the Evaluation Panel responsible for recruiting Independent members be made up of an odd number – either 3 or 5.
3. That an Independent member be included where practical to do so.
4. That 'independence' of candidates be made explicit within the supporting literature – and at interview.
5. That best practice be sought from elsewhere and shared with Members (all Met FRAs and the four Districts were approached).

I hope Members will also be assured that the recruitment process has been further strengthened following the introduction of GDPR to ensure the documentation is compliant, and that equality and inclusion advice was also sought in line with current legislation.

## Minute 10 IRMP Consultation Update

- To provide Members with extensive data in relation to sickness absence, to provide a breakdown of the figures across the staff groups and reasons for absence etc.

Please find attached the information received from S Kelsey and emailed to Members by M McCoolle on 30.09.19

## Minute 11 Budget Monitoring 2018/19

- To provide Members with the details of the car allowance and public transport costs that were £7,900 over budget.

Please see below the information that was received from S Slater and emailed to Members by M McCoolle on 24.09.19

As at 31 July 2019 an overspend was reported on Car Allowance & public Transport:

Budget	£166,164
Forecast Outturn	£174,064
Forecast Overspend	£7,900

The estimated in year overspend is attributable to three particular reasons:

**Operational Resourcing Team    £3,000**

The approved budget for the four weekly mileage claims is £25,000. After four pay periods, this is overspent by £800. Projecting this forward there is a risk of an in year overspend of circa £3,000.

**Stores (£100)**

Based on current claims there is a potential underspend on support staff mileage of £100.

**Detached Duty                    £5,000**

The approved budget for Wholetime detached duty mileage is £40,000. To date expenditure is £19,892. Projecting this forward, there is a risk of an in year overspend of circa £5,000. This is in line with management expectation given the increased need for detached duty to help facilitate and maintain optimum staffing availability at stations.

Budgets are reviewed by the Budget Holder / Manager with Accountancy Services on a monthly routine and any potential significant under/over spends are reported to the Financial Services Manager to consider / discuss the need for any remedial management action.

**Minute 12 Estates and Facilities Update including Environmental Impact for Parkway Fire Station**

- To provide Members with the fee agreed with Barnsley MBC for the Building Control work at Barnsley Fire Station

**Please see below the information received from L Murray and emailed to Members by M McCoole on 03.10.19**

The fee agreed for the Building Control work for Barnsley Fire Station amounted to £3,500.

- To provide Members with the detailed update regarding the issues at Parkway Fire Station.

**Please find attached the information received from L Murray and emailed to Members by M McCoole on 03.10.19**

**Minute 8 To receive any questions or communications from the public**

- To share with Members the response to Unite's correspondence in relation to the Integrated Risk Management Plan proposals.

**Sent:** 16 September 2019 17:48

**Subject:** Re: South Yorkshire Fire and Rescue Authority - 16th September 2019 : Integrated Risk Management Plan

thank you for this

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**Sent:** Monday, September 16, 2019 4:07:23 PM

**Subject:** South Yorkshire Fire and Rescue Authority - 16th September 2019 : Integrated Risk Management Plan

**FAO Wendy Emmett (UNITE), Doncaster MBC, Rotherham MBC Overview and Scrutiny**

We note that, as part of the consultation process on the Fire and Rescue Authority's Integrated Risk Management Plan you provided comments, and we should like to notify you of the outcome of the FRA's deliberations.

The FRA met this morning to discuss the issue as per the report (and appendices) [here](#) (**see Item 10**). Cllr Tony Damms from Sheffield City Council put forward the following proposal which was unanimously agreed. The FRA, SYFR Executive Team and representative bodies will now work together to ensure the proposals are taken forward.

*"The remaining period of the 2019/20 administrative year is used to explore alternative methods to achieve the predicted budget shortfall, utilising reserves if necessary to smooth out any financial demands this may create.*

*If no viable alternative to achieve the level of savings predicted is identified in this period, then the adoption of 4 riders on all frontline pumps as outlined in the draft IRMP, would be implemented in 2020/21.*

*In addition, the transition away from CPC (Close Proximity Crewing) staffing is placing an unsustainable reliance on overtime payments. To assist the transition there should be a recruitment of firefighters within this administrative year. Again, reserves to be utilised to facilitate this as necessary".*

The full recording of the meeting will be available [here](#) in 48 hours.

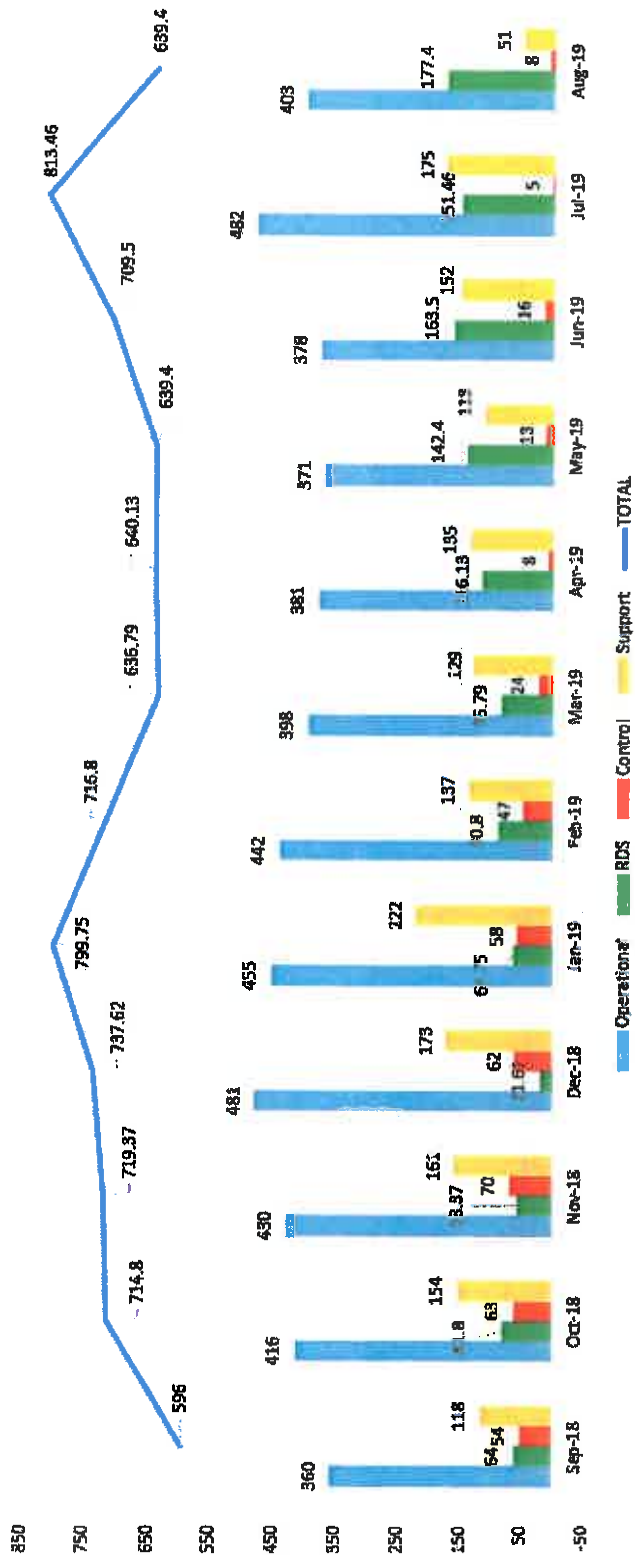
I should be grateful if you could disseminate this information as you feel appropriate.

Kind regards  
Linda Noble

Linda Noble  
Principal Policy Officer  
Barnsley MBC - **Joint Authorities Governance Unit**  
Church Street, Barnsley, S70 2TA

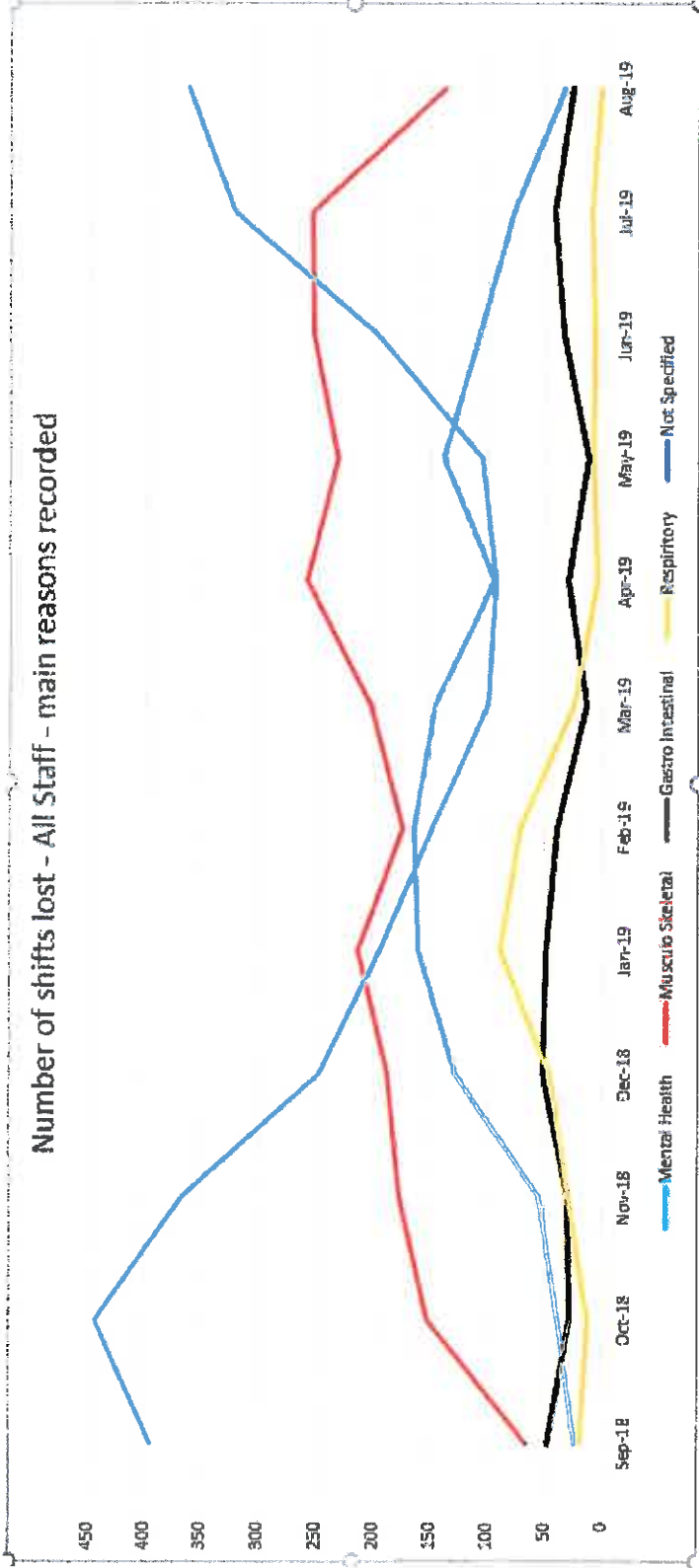


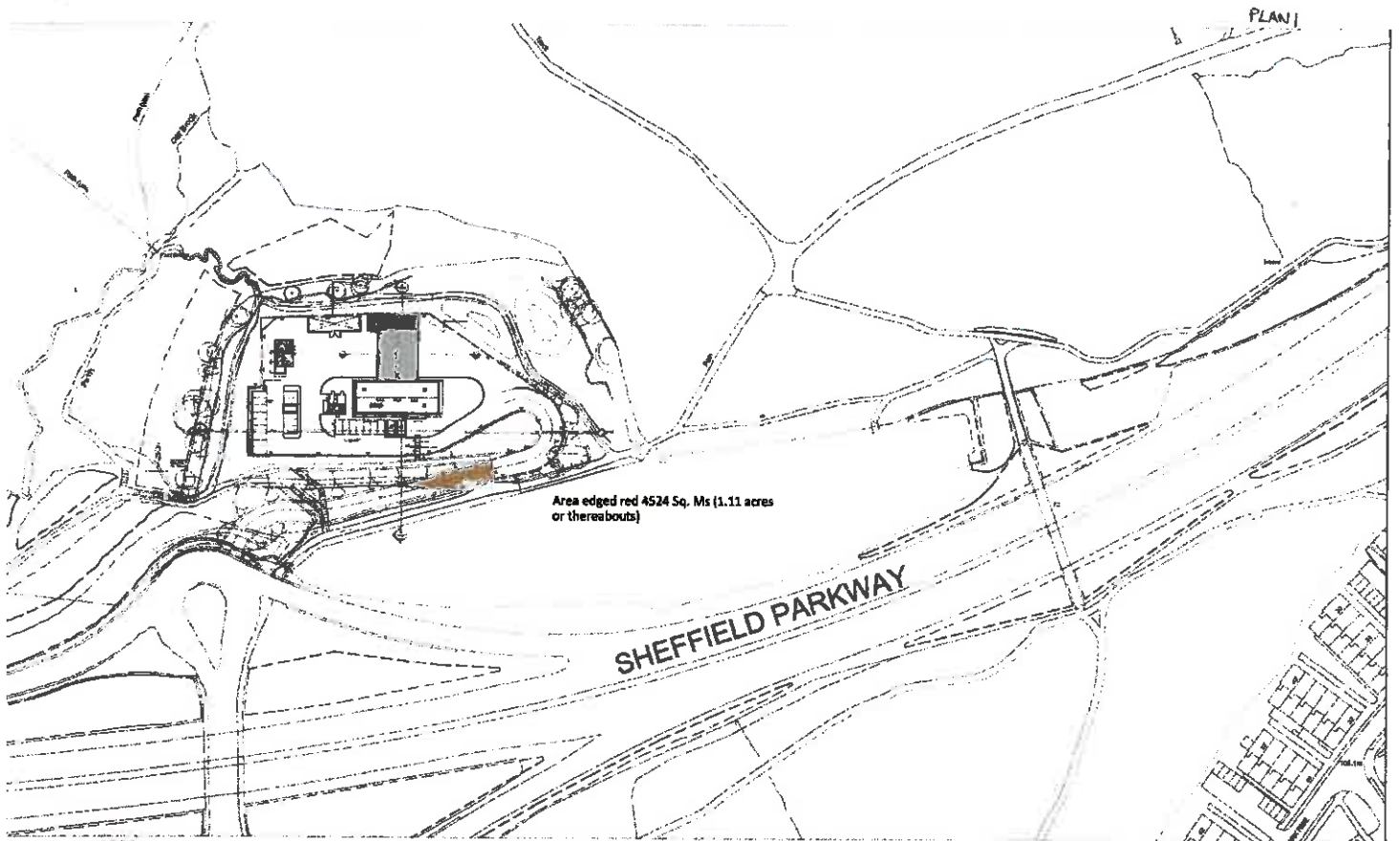
Shifts lost All Staff - as per staff group






Number of shifts lost - All Staff - main reasons recorded





Notes:	Building	Drawing Title	Scale	<b>KIER ASSET PARTNERSHIP SERVICES LIMITED</b>  <b>CATHEDRAL COURT, SHEFFIELD S1 1HD. TEL:- 0114 2053444</b>
	Location	Drawing No/File No	Date	
	Project Ref.	Drawn	Rev.	
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**Briefing Note for Fire and Rescue Authority members**  
**Environmental considerations at Parkway Fire Station and the surrounding area**

Further to the report submitted to the Fire and Rescue Authority meeting on 16<sup>th</sup> September 2019 and the additional information provided verbally at that meeting in respect of the above, please note the following confirmation of the additional information provided:

**General**

Parkway Fire Station is situated on land held by South Yorkshire Fire and Rescue by way of a 250 year lease from Sheffield City Council. Amongst other things, the Council as Landlord have undertaken to manage the maintenance of the areas of landscaping external to the leased site in exchange for the payment of a maintenance charge to them by SYFR on an annual basis. The area leased and operated as the fire station is shown on Plan 1 (attached), the area maintained by Sheffield City Council on SYFR's behalf is shown on Plan 2 (attached) but, excluding the area of the fire station shown in Plan 1.

**Wetland Areas**

On the Landscaping Plan approved by Sheffield City Council (see attached), there are two wetland grass areas to the northeast of the station which are used as attenuation ponds to balance the surface water drainage at the site. They do not however fall within the boundary of Parkway Fire Station as per Plan 1 above. They are not therefore SYFR's responsibility but are within the area that is the responsibility of the Landlord (Sheffield City Council) to maintain. As a consequence, we have spoken to the Planning Officer at Sheffield City Council who has advised that though these areas are within that maintenance responsibility, there is no requirement for the ponds to be permanently wet and they are therefore not lined to retain moisture.

**Provision of Bat and Bird Boxes**

The Environmental and Ecology Study carried out in support of the original planning application for the station established a requirement for South Yorkshire Fire and Rescue Service to provide a set number/type of bird and bat boxes resulting in a planning condition in relation to this being raised. The requirements of this condition were discharged by the Planning Officer at Sheffield City Council at the time the station was completed and it has been confirmed that there is no ongoing maintenance required by South Yorkshire Fire and Rescue. However we will assess the position on site to see what we can put in place to maintain provision going forward.

**Wildflower Meadows**

These areas are referred to on the attached Plan as "Woodland Structured Planting Mix" and comprise of areas stretching from the south to the west of the site. These areas are also outside the leased boundary of the Fire Station and the Plan makes Sheffield City Council responsible for their maintenance as indicated above. We have spoken to the Woodlands Officer at Sheffield City Council who has confirmed that the Ranger Service has been maintaining this area as required and invoicing South Yorkshire Fire and Rescue for the costs of the work as permitted.

Subsequent to confirmation of the above at the meeting on 16<sup>th</sup> September, a meeting is to be held with the enquirer and Councillor Richards to progress the matter further.

Louise Murray – Head of Joint Estates and Facilities – SYFR and SYP