

HUMBERSIDE FIRE AUTHORITY

11 FEBRUARY 2019

PRESENT:

Representing East Riding of Yorkshire Council:

Councillors Chadwick, Finlay, Green, Healing, Matthews, Smith, V Walker and Whittle.

Representing Hull City Council:

Councillors Chambers, Dad, Nicola, Randall and Rodmell.

Representing North East Lincolnshire Council:

Councillors Barfield and Swinburn.

Representing North Lincolnshire Council:

Councillors Briggs (Chairperson), Grant, Sherwood and Waltham.

Chief Fire Officer & Chief Executive, Deputy Chief Fire Officer/Executive Director Service Delivery, Executive Director Service Support/Section 151 Officer, Monitoring Officer/Secretary, Director of Public Safety, Director of Service Support, Director of Human Resources, Director of Emergency Response, Mr G Barker - Director and Engagement Lead (External Audit - Mazars), Mr K Hunter - Police and Crime Commissioner (Humberside Police) and Mr C Vertigans (Representing the Governance, Audit and Scrutiny Committee) were also present.

Mr A Smith (Independent Co-opted Member of the Governance, Audit and Scrutiny Committee) was in attendance as an observer.

Apologies for absence were submitted from Councillors Belcher, Shepherd and T Walker.

The meeting was held at the Humberside Fire and Rescue Service Headquarters.

The meeting commenced at 10.30am.

6060 DECLARATIONS OF INTEREST - The following declarations were made:

- (i) Councillor Matthews declared a non-pecuniary interest in Minute 6074 insofar as he was a Director of HFR Solutions CIC;
- (ii) Councillor V Walker declared a non-pecuniary interest in Minute 6074 insofar as she was a Member of the Police and Crime Panel
- (iii) All councillors declared a pecuniary interest in Minute 6072, however as indicated in the report, in 2013 the Governance, Audit and Scrutiny Committee had granted dispensation for Members to set allowances.

6061 MINUTES - Resolved - That the minutes of the meeting of the Authority held on 7 December 2018 be received as a correct record and signed by the Chairperson.

6062 QUESTIONS BY MEMBERS - No questions had been received from Members in accordance with Rule 12, Part 4 of the Constitution.

6063 PETITIONS AND DEPUTATIONS - No petitions or requests for a deputation had been received under Rule 13, Part 4 of the Constitution.

6064 COMMUNICATIONS - The Chief Fire Officer & Chief Executive reported orally on the following items:

- (i) Humberside Police would be hosting a 'night in the cells' to raise money for Oscar's Chance; a charity that was raising money to pay for a long-term life changing operation for a four year-old boy named Oscar, who had four limb Cerebral Palsy. Director of Service Support, Steve Topham, and Group Manager of Training Delivery, Phil Leake, would be taking part in the event, both spending a night in the cells. The evening would take place on Friday, 15 February 2019 at 7.00pm. A sponsorship form was circulated should Members have wished to donate to the cause.
- (ii) The annual charity boxing tournament had taken place between the Police and Fire and Rescue Service, with the Fire and Rescue Service having been victorious. The trophy was showcased at the meeting and Members congratulated the winning teams.

6065 MEMBERS' NEWSLETTER - Members were provided with the opportunity to ask questions regarding any items included in the Members' Newsletter recently sent out to all Members of the Authority. There were no questions.

MINUTES OF COMMITTEES

6066 Pension Board - The Monitoring Officer/Secretary presented the minutes of the meeting of the Pension Board held on 25 January 2019, drawing Members' attention to the following items:

- (i) Review of Terms of Reference of the Pension Board (Minute 6034 refers)
- (ii) Firefighters' Age Discrimination Case Ruling (Minute 6037 refers)
- (iii) Draft Annual Report to Humberside Fire Authority (Minute 6044 refers)

Resolved - That the minutes of the Pension Board held on 25 January 2019 be received.

6067 Governance, Audit and Scrutiny (GAS) Committee - Mr C Vertigans, a representative of the Governance, Audit and Scrutiny Committee presented the minutes of the meeting of the Committee held on 28 January 2019, drawing Members' attention to the following items:

- (i) Scrutiny Programme 2018/19 - Benefits Realisation from the Service Redesign Programme (Minute 6052 refers)
- (ii) Management Accounts to December 2018 (secondment opportunities) (Minute 6053 refers)
- (iii) Internal Audit Update (Minute 6055 refers)
- (iv) Absence Management (Minute 6057 refers)

The Chairperson of the Authority acknowledged the work undertaken by Members of the GAS Committee.

Resolved - That the minutes of the Governance, Audit and Scrutiny (GAS) Committee held on 28 January 2019 be received.

EXTERNAL AUDIT

6068 AUDIT STRATEGY MEMORANDUM 2018/19 - Mr G. Barker, Director and Engagement Lead for Mazars (External Audit) submitted a report.

Mazars was the appointed external auditor for the Fire Authority for the year to 31 March 2019. The audit was a risk-based approach, primarily driven by the risks considered to result in a higher material misstatement of the financial statements. Once the risk assessment had been completed, an audit strategy and design audit procedures was developed in response to the assessment.

The external audit process had been divided into four stages:

1. Planning (October 2018 - January 2019) - This included Mazars updating their understanding of the Fire Authority, forming initial opinions and value for money risk assessments, developing the audit strategy, agreeing the timetables, and a preliminary analytical procedure. This had now been completed.
2. Interim (December 2018 - February 2019) - This involved documenting systems and controls, walking through procedures, controls testing (including general and application IT controls), and early substantive testing of transactions.
3. Fieldwork (June - July 2019) - This involved reviewing the draft financial statements, reassessing and revising the audit strategy, delivering the planned audit testing, continuous communication on emerging issues, and the clearance meeting.
4. Completion (July 2019) - This would result in the final review and disclosure checklist of financial statements, the final engagement lead review, agreeing the content of the letter of representation, reporting to the Governance, Audit and Scrutiny Committee and the Fire Authority, reviewing post balance sheet events, and Mazars finalising their opinion on the audit.

To date, Mazars had identified four significant risks in key judgment areas:

- (i) Management override of controls
- (ii) Revenue recognition
- (iii) Property, plant and equipment valuation
- (iv) Defined benefit liability valuation

On completion of the Planning stage of the audit process, for the 2018/19 financial year, Mazars had not identified any significant risks to Service's achievement of value for money but would keep this assessment under review throughout the year and up to the date of the audit report. This was especially important in 2018/19 due to the expected receipt of a report following an inspection by HMICFRS shortly and there was considerable uncertainty about funding and cost pressures beyond 2020/21. The Authority and Governance, Audit and Scrutiny Committee would be kept informed of any emerging value for money (VFM) risks and report the results of the VFM risk assessment in the Audit Completion Report.

A materiality threshold of 2 percent of gross revenue expenditure was expected to be set. Based on last year's audited account Mazars anticipated the overall materiality for the year ending 31 March 2019 to be in the region of £1,385,000.

The report had previously been considered by the Governance, Audit and Scrutiny Committee (Minute 6054 refers).

Resolved - That the Audit Strategy Memorandum 2018/19 be approved.

6069 MANAGEMENT ACCOUNTS 2018/19 - BASED ON PERIOD ENDING DECEMBER 2018 - The Executive Director Service Support/Section 151 Officer submitted a report highlighting the current financial position based on information to 31 December 2017.

The end of year projections for the revenue budget, the capital programme and the pensions account were as follows:

Category	HFA 2018/19 Outturn Projection	
Revenue Budget	£98k	underspend
Capital Programme	£3.525m	expenditure against £3.592m allocation
Pensions Account	£14.42m	deficit

The remaining reporting cycle frequency for the Management Accounts for 2018/19 was:

Reporting Cycle of 2018/19 Management Accounts	
Period Ending	Authority Meeting
28 February 2019	26 April 2019

A copy of the accounts for the period ending 31 December 2018 was published as additional information alongside the Agenda papers for this meeting on the Authority's website. The report had previously been considered by the Governance, Audit and Scrutiny Committee (Minute 6053 refers).

Resolved - That Members take assurance from the report and the Authority's financial position for the period ending 31 December 2018.

6070 2019/20 PRECEPT AND MEDIUM-TERM FINANCIAL PLAN 2019/20 TO 2022/23 - The Executive Director Service Support/Section 151 Officer submitted a report considering the Authority's Budget for 2019/20 onwards and also the setting of the precept for 2019/20.

The Final Local Government Finance Settlement for 2019/20 was released on 29 January 2019 and the figures were the same as the provisional settlement announced in December 2018. The key headlines were:

- A £374k reduction in support from Government for the 2019/20 financial year;
- Council Tax Referendum threshold of 3 percent for Humberside Fire Authority for 2019/20.

The reduction in funding from Government was anticipated, but that said, it was still significant when compounded with the reductions that the Authority has suffered over 2011/12 to 2018/19. The Authority had worked very hard in anticipation of this austerity and by the close of 2018 had delivered efficiencies over the prior recent years of circa £11m.

The Authority's Revenue Budget and Capital Programme (as set out at Appendix A and B) had been updated in line with new information that had become available since December 2018. The main examples of this were: the Council Tax Base for 2019/20; Collection Fund surplus; and the Capital Programme which was largely based on the Premises, IT and Vehicles reports for 2019/20 onwards approved at the December 2018 Fire Authority.

The decision on the 2019/20 precept for Humberside Fire Authority had to be taken in the light of a number of significant factors:

- The Government had set a referendum threshold for 2019/20 of 3 percent for Humberside Fire Authority. Therefore, any increase at or above this level would require a Humberside area-wide referendum in support. Clearly, there would be a significant cost attached to any such referendum.
- The Authority had frozen its precept in each of the years 2011/12, 2012/13, 2013/14, 2014/15 and 2015/16 as part of the Government scheme in operation in

those years. The Authority increased its precept by 1.25 percent in 2016/17, 1.6 percent in 2017/18 and 2.95 percent in 2018/19.

- The Authority had suffered a historic reduction in Government support over 2011/12 to 2018/19. Much had been done in anticipation of this but the fact remained that the Authority had lost circa £11m of its funding from Government over this period. In addition to this there was the estimated further reduction in support from Government for the 2019/20 financial year of £374k.
- The additional income to the Authority from a 2.95 percent increase in the precept would be circa £600k. Without this funding the Service would be required to find additional efficiencies of circa £600k over the medium-term to ensure a balanced financial position.

The Authority ran a public consultation from 7 January 2019 to 28 January 2019 on the council tax/precept for 2019/20. For 2019/20 options of 0 percent and a 2.95 percent increase were put forward. The Service had generated an excellent level of engagement on the issue and the responses in summary were as follows:

Options	Increase at 2.95%	No increase (i.e. 0%)	Total
Number of responses*	890	168	1058
Percentage	84%	16%	100%

* Total actual responses was 1068, but 10 did not offer a view on the 'increase' or 'no increase' question.

The table shows the overall outcome, with 84 percent in favour of the 2.95 percent increase and 16 percent in favour of no increase. Appendix F of the report set out the responses received in detail.

With regard to the Medium-Term Financial Plan 2019/20 to 2022/23 in broad terms the budget was balanced subject to:

- council tax increases of 2.95 percent in 2019/20 and 1.9 percent in 2020/21, 2021/22 and 2022/23;
- Pay awards of 2 percent each year of the plan.

High level objectives for delivering the Service's Medium-Term Financial Plan have been set as part of the new Strategic Plan 2018-21. The narrative outlined at Appendix G of the report set out in more detail the outcomes that were anticipated for each of the objectives that had been agreed for the sound running of the Service's finances.

The Authority's reserves consisted of the General Reserve (£5.27m at 1 April 2018) and a number of Earmarked Reserves created to meet specific areas of future expenditure (£4.6m at 1 April 2018). Again, as a result of good forward planning by the Authority, the reserves were in a sound position, but they did need to be seen in the context of the current and future significant reductions in Government funding and the major financial uncertainties that still lay ahead.

The Authority's budget was now in a sound position with efficiencies of circa £11m over 2011 to 2018 as a response to the reductions in grant funding from Government. This had been achieved whilst simultaneously maintaining a high standard of service to communities and in particular the Authority's high response standards.

Members believed in order to keep its communities safe, it was vital that the precept for 2019/20 be increased at 2.95 percent. Despite the Government announcing recently that the period of austerity was over, this was not being realised at local level as the support from Government for 2019/20 financial year still saw a reduction of £374 in funding for the Authority.

Resolved - That the 2019/20 precept at a level 2.95 percent higher than the 2018/19 level, along with approve Appendices A, B, C and D, be approved.

Voting was by way of a recorded vote as follows:

For - Councillors Barfield, Briggs, Chadwick, Chambers, Dad, Finlay, Grant, Green, Healing, Matthews, Nicola, Randall, Rodmell, Sherwood, Smith, Swinburn, V Walker, Waltham and Whittle.

Against - None

Abstentions - None

For - 19

Against - 0

Abstentions - 0

6071 FEES AND CHARGES 2019/20 - The Executive Director Service Support/ Section 151 Officer and the Deputy Chief Fire Officer/Executive Director Service Delivery submitted a joint report indicating that in accordance with relevant Fire Service Acts, Fire Authorities had the discretion to charge for special services performed (where there was no immediate threat of fire) and for services relating to training, fire safety and administration. The total income for the Fire Authority generated through these sources was circa £1k in 2018/19.

The revised charges (as set out at Appendix A) reflected the following:-

- Staff related costs - charges were normally uplifted in line with the firefighters' pay award. Given that the firefighters' pay award for 2018 was 2 percent it was proposed that the charge is increased by 2 percent.
- Non staff related costs - charges uplifted in line with the Consumer Price Index (CPI) at September 2018 was 2.4 percent.

Fire Service Circular 17/2001 advised Fire Authorities on the charges they might levy when dealing with cases of pension sharing involving serving members of the Firefighters' Pension Scheme or pensioners. The charges for 2019/20 would be increased in line with the local government pay award for 2018/19 of 2 percent. These charges were shown at Appendix B of the report.

A consultation on charging for events planning and attendance was carried out during February and March 2018. Further consultation was also carried out as part of the revised Strategic Plan for 2018-21.

Resolved - That the revised charges as set out at Appendices A and B of the report be approved with effect from 1 April 2019.

All Councillors had declared a pecuniary interest in the following item, notwithstanding that, as indicated in the report, in 2013 the Governance, Audit and Scrutiny Committee had granted a dispensation for Members to set allowances.

6072 MEMBERS' ALLOWANCES 2019/20 - The Monitoring Officer/Secretary and Executive Director Service Support/Section 151 Officer submitted a joint report that set out the proposed scheme of the allowances to be paid for Members for 2019/20.

The Authority was asked to consider and approve a scheme for Members' Allowances in respect to 2019/20. The Authority is required to have regard to the recommendations made by any Independent Remuneration Panels in relation to any Authority that has an Independent Remuneration Panel that nominates Members to the Authority. As indicated in the report, in response to the financial austerity that had been in place for a number of years, the Authority had frozen the basic and special responsibility allowances at their current level since 2008/09.

Members were reminded that at its meeting of 28 September 2018 (Minute 5945 refers) the Authority reviewed the role of the Governance, Audit and Scrutiny (GAS) Committee and the allowances payable to Independent Co-opted Members of the GAS Committee and agreed that for 2019/20 the allowances should be aligned with the payments made to the members when carrying out their duties as members of the joint Humberside Police/ PCC Audit Committee.

Previously, before the Localism Act 2011, there were specific dispensations set out in Regulations permitting Members to vote in matters of allowances and setting a precept. In regard to allowances, all Members were likely to have a disclosable pecuniary interest. In 2013, however, the Governance, Audit and Scrutiny (GAS) Committee granted a dispensation for Members to set allowances and to set the precept. Guidance published by the Department for Communities and Local Government in 2013 confirmed that no dispensations were necessary with regard to setting a precept.

The last full review of the scheme was undertaken during 2006/07 and reported to the March 2007 meeting of the Authority. Members felt that another review was now due and it was agreed that the Governance, Audit and Scrutiny Committee look into this further.

Resolved - (a) That Members' allowances be frozen at their current level for 2019/20 as set out at Appendix 1 to these minutes;

(b) that the Governance, Audit and Scrutiny Committee undertake a review of the Members' Allowances Scheme.

6073 GENDER PAY GAP REPORT - The Director of Human Resources submitted a report providing information with regard to gender pay reporting.

Gender pay reporting legislation required employers with 250 or more employees to publish statutory calculations every year showing how large the pay gap was between their male and female employees.

For employers with 250 employees or more, new legislation introduced this year meant there was a legal requirement to publish the gender pay gap data annually. From April 2017 employers had up to 12 months to publish this information. There were two sets of regulations:

- (i) The first was mainly for the private and voluntary sectors (which took effect from 5 April 2017).
- (ii) The second was mainly for the public sector (which took effect from 31 March 2017).

The deadline to report gender pay gap data was 30 March 2019 (for data as of 31 March 2018) for public sector employers. The Service had met its legal duty and published its gender pay gap report for 2017.

The Gender Pay Gap Service data for 2017/18 was as follows:

	Female	Male	Gender Pay Gap
The mean hourly rate	£12.19	£14.64	16.75%

The median hourly rate	£10.70	£13.98	23.43%
The mean bonus	£0	£0	0%
The median bonus	£0	£0	0%

Quartile for 2017/18	Female (%)	Male (%)
Lower (0%-25%)	50	50
Lower Middle (25%-50%)	6	94
Upper Middle (50%-75%)	10	90
Upper (75%-100%)	8	92

The report, as attached at Appendix 1, set out both the figures that the Service was required to publish and a narrative, which was not required but was considered to be appropriate to give context to those figures. It also provided a comparison from the data published for the first year of reporting in 2018 which were as follows:

Quartile for 2018/19	Female (%)	Male (%)
Lower (0%-25%)	44	56
Lower Middle (25%-50%)	12	88
Upper Middle (50%-75%)	5	95
Upper (75%-100%)	12	88

The Government was in consultation with regard to reporting legislation in relation to ethnicity and disability was likely to follow.

The report had previously been considered by the Governance, Audit and Scrutiny Committee (Minute 6056 refers).

Resolved - That the report be received.

6074 POLICE/FIRE COLLABORATION - HEALTH AND SAFETY - The Director of Service Support submitted a report with regard to progressing a fully integrated joint Health and Safety function with Humberside Police.

As part of the Service Redesign Programme a joint estates function was established with Humberside Police via a Collaboration Agreement under Section 1 of the Policing and Crime Act 2017. In keeping with the duty placed on Emergency Services within the Act to review further opportunities for collaboration, an opportunity to collaborate around Health and Safety had been identified.

The Authority previously approved a proposal to further explore the opportunity to collaborate with Humberside Police around the provision of Health and Safety at the meeting of 25 June 2018.

An initial meeting between Humberside Police's Head of Human Resources and the Director of Service Support from the Service commenced early discussions regarding the future potential for a shared service arrangement between both organisations. Whilst the potential collaboration was explored in more detail, the Service had provided interim support to the Force from its specialist team of professionals following the resignation of the Humberside Police Health and Safety Advisor.

Whilst a plethora of health and safety legislation exists to protect employees and others who may be affected by their acts or omissions, up to and including Corporate Manslaughter, the approach taken to manage this area of risk in Service goes above and beyond what some organisations see as a regulatory burden, offering significant opportunities. Benefits can include:

- a. reduced costs

- b. reduced risks
- c. lower employee absence and turnover rates
- d. fewer accidents
- e. lessened threat of legal action
- f. compliance with external audits
- g. better reputation for corporate responsibility among other Services, customers and communities
- h. increased productivity because employees are healthier, happier and better motivated.

A previous baseline review had already recommended that collaboration with Humberside Police on Joint Estates and Facilities Management Service provision had the greatest benefits for both the Service and Humberside Police in terms of efficiency and effectiveness. This had now been implemented. This arrangement had the potential to extend the joint strategic approach to health and safety management across both organisations which would be sufficiently robust to demonstrate further compliance with existing legislative requirements included within the Policing and Crime Act. This would also provide an opportunity for the Service to take the lead in an area where the Service was proficient and excelled.

It was therefore proposed that Humberside Police and the Service move to a joint health and safety function under the auspices of a Collaboration Agreement. Scoping work had identified that a fully integrated health and safety service, led by the Service, would be the preferred model of delivery. It was considered that this had the potential to generate non-pay savings and would provide several business benefits, including improved efficiency and effectiveness giving more resilience by sharing resources, systems, and software.

Subject to agreement, there would be a period of due diligence to bring the option to fruition. The key areas of activity would be as follows:

- Agree a suitable structure and resource allocation with Humberside Police to enable the effective implementation with a 6-month review period.
- Management of any Human Resources issues arising from progressing the proposal in consultation with the appropriate Representative Bodies as necessary.
- Preparation and signing of a formal Collaboration Agreement and the development of a comprehensive Service Specification for inclusion within a Collaboration Agreement.
- Development of an implementation plan with an implementation date early in 2019, with the continuation of support up to this date. An anticipated go live date of 1 April 2019.

An interim arrangement for managing health and safety work streams between the Service and Humberside Police was now in place with weekly briefing and tasking meetings to ensure the day to day functional processes and emergency situations or calls for service could be supported. Members requested to receive a brief on these weekly meetings.

Resolved - (a) That Members support the proposal to collaborate on Health and Safety;

(b) that option 1; to progress a fully integrated joint Health and Safety function with Humberside Police and delegate authority to the Chief Fire Officer & Chief Executive to progress implementation, be approved, subject to approval by Humberside Police (Chief Officers' Group/Police Crime Commissioner), and

(c) that Members receive a brief on the weekly briefing and tasking meetings taking place between the Service and Humberside Police for managing the health and safety work streams.

6075 RISK MAPPING SOFTWARE AND METHODOLOGY - The Director of Emergency Response submitted a report regarding the move from the unsupported Fire Service Emergency Cover (FSEC) software toolkit to the replacement Cadcorp workload and risk modelling software.

The Service intervention standards outlined how quickly communities could expect the Service respond to particular types of emergencies. The standards were introduced as a result of the Fire and Rescue Service Act 2004 which removed the previous national standards of fire cover that were established in the 1930's. The Act empowered Fire and Rescue Authorities to identify their own risks and response arrangements locally as part of an Integrated Risk Management Plan (IRMP). These plans also enabled Fire Authorities to move resources into prevention.

As part of the process of moving from national standards to local standards central government provided specific software to assist Fire Authority's to produce their IRMP's. The software was known as the Fire Service Emergency Cover (FSEC) toolkit. The FSEC toolkit was now coming to the end of its life and fire and rescue services were informed by central government in 2017 that it would no longer be supported. The Service had procured replacement software which was the 'Cadcorp' workload and risk modelling software suite and had started the process of migrating from FSEC to Cadcorp.

This allowed the Service to review its risk identification methodology behind the dwelling fire intervention standards. The current system using FSEC focussed heavily on historic (five years) incident activity and casualty rates to identify the areas of greatest risk. The new system would allow for risk to be identified based on the areas with the greatest concentration of people that were vulnerable to death from fire. This would also bring the Service's response arrangements in line with the prevention approach which already focused on those people identified as being most vulnerable to death from fire. It was proposed to move to this fire death vulnerability-based risk identification methodology to better identify areas of risk from fire.

If approved, there would be no change in methodology to the current dwelling fire intervention standards and no significant change to the risk categorisation of geographical areas. This was because the original FSEC work based on incident and casualty rates was broadly in line with the areas where the people most vulnerable to death from fire live.

In addition to the dwelling fire intervention standard, the Service also had an intervention standard for Road Traffic Collisions (RTC's) and an intervention standard for major incidents. There were no proposed changes to these standards.

Members requested a progress update following a period of implementation of the new workload and risk modelling software.

Resolved - (a) That Members acknowledge the work carried out in moving from the unsupported Fire Service Emergency Cover (FSEC) software toolkit to the replacement Cadcorp workload and risk modelling software in order to keep our risk modelling and response arrangements up to date;

(b) that Members approve the proposed change to the risk identification methodology behind the dwelling fire intervention standards to focus on those most vulnerable to death from fire. This proposed change to the background methodology has no impact on the intervention standards, and

(c) that Members receive an update following a period of implementation of the new workload and risk modelling software.

6076 REDUCTION IN UNWANTED FIRE SIGNALS - CONSULTATION OUTCOMES -

The Director of Public Safety submitted a report regarding the consultation outcomes on Unwanted Fire Signals (UwFS).

Unwanted Fire Signals (UwFS) accounted for 14 percent of operational mobilisations. Despite a robust call challenge process being present in the Service Control room, the Service continued to respond to over 1400 UwFS incidents per year.

The impact of crews attending UwFS reduced the opportunities to deliver Public Safety activities (Community and Business Safety), train for operational incidents and attend genuine 999 calls requiring an emergency response.

Within the family group, the Service was sixth highest for UwFS in non-domestic premises last year. Within the family group, the top five performing services (exhibiting the lowest volumes of UwFS) all had a non-attendance approach supported by policy. In the Yorkshire and Humber region all three other fire and rescue services had a non-attendance for UwFS and two had charging mechanisms within their policy provision.

Nationally, over 20 services had a non-attendance policy (Fire Industry Association, 2015) and The National Fire Chiefs Council was committed to establishing non-attendance and charging as part of a suite of published best practices by 2020.

The Home Office and Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS) were openly examining the approaches that fire and rescue services were undertaking to reducing UwFS.

The proportionality of total incidents attended by the Service in 2017/18 (excluding Emergency Medical Response) was currently dominated by UwFS that could be engineered or managed out of existence, returning capacity and productivity opportunities to the Service and improving the offer to domestic and commercial communities.

The Public Consultation on UwFS commenced on 18 December 2018 and closed on 15 January 2019. The estimated audience outreach (exposure) was circa 700,000 people. The Public consultation exercise had now been completed and had returned 550 responses the headline results were:

- Question 1 - 77 percent were in favour of non-attendance of unconfirmed automatic fire alarms (AFA) during normal working hours for commercial properties.
- Question 2 - 86 percent were in favour of charging for AFA attendances where there was no fire.

Collaborative work had been undertaken with the Fire Brigades Union (FBU). It was recognised that the FBU and its members contributed to the high number of returns from Service staff and supported the consultation by engaging directly with local businesses and the public. The FBU representatives were keen to contribute to any further work in this area.

Following public consultations undertaken, the Director of Public Safety (and NFCC National Lead for UwFS) believed it was appropriate to revise the Service's approach to reducing UwFS, utilising an education, influence and enforcement approach underpinned by a change of policy to reduce the demand from UwFS.

Whilst Members supported in principle the change in Service policy, it was felt that a Member Day was required in order to develop the new policy further prior to implementation. The Director of Public Safety clarified that at this stage the Service merely seeking the Authority's approval to change policy provisions and that it was always the intention to return to the Authority at a later date with the proposed policy for approval before implementation. It was noted that all neighbouring fire and rescue services and over 50 percent of other fire

and rescue services had taken the same combined approach in reducing UwFS as was being proposed to the Authority. It was acknowledged that a communication plan (and subsequent actions to warn and inform business owners) would be required prior to policy implementation. This would include wider communications to provide reassurances to the general public that the Service would always attend domestic alarms (including school premises out of school times) and would never charge for attendance to household/domestic false alarms.

Resolved - (a) That Members approve in principle the change to Service policy provision to support:

- (i) the non-attendance of automatic fire alarms (AFA) to commercial (non-sleeping risk) properties during normal working hours;
- (ii) the charging of businesses for the attendance of repeated AFA calls for service where there is no fire, and

(b) that a Member Day take place to consider the policy development further before returning to the Authority for approval.

6077 STRATEGIC LEADERSHIP TEAM DIRECTORATE PORTFOLIO CHANGES - The Chief Fire Officer/Chief Executive submitted a report regarding changes to the Strategic Leadership Team’s directorate portfolios.

The move to a District (Local Authority co-terminus) based Service delivery model and measured reflection of the corporate/risk critical nature and organisational impact of the Her Majesty’s Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS) environment suggested it was timely to review the effectiveness of existing Director portfolios in order to provide greater focus on continuous improvement, within an efficient, responsive and flexible strategic leadership structure.

Strategic Leadership Team (SLT) had conducted a series of planning exercises to determine the most appropriate leadership structure and allocation of Director Portfolios, which would continue to provide Members with the assurance that the Service’s Strategic Plan Objectives would be delivered efficiently and effectively. The number of SLT members would remain the same with no additional costs being incurred.

The current structure consists of an executive and non-executive team of directors. The Chief Fire Officer (CFO) and Chief Executive, Deputy Chief Fire Officer (DCFO) and Executive Director of Service Support / S.151 Officer made up the Executive, leading a team of non-executive directors, including the Director of Human Resources, Director of Service Support, Director of Public Safety and Director of Emergency Response.

A visual representation of the revised directorate structure was depicted at Appendix 1 of the report which also provided an overview of where the Tactical Leadership Team (TLT) would work within each portfolio. The Directorate summary changes were as follows:

Chief Fire Officer and Chief Executive				
Deputy Chief Fire Officer and Executive Director of Service Delivery			Executive Director of Corporate Service	
Director of Service Delivery [Paul McCourt]	Director of Service Delivery Support [Steve Topham]	Director of People and Development [Miriam Heppell]	Director of Service Improvement [Niall McKiniry]	Head of Finance [Martyn Ransom]

A summary of the revised structure was as follows:

Public Safety and Emergency Response - Members were aware that changes were introduced to Service Delivery in June 2018, which brought together Service Delivery (Public Safety and Emergency Response) under the responsibility of one Group Manager for each Local Authority area (Heads of Service Delivery). This change had seen a more joined up Service Delivery, better use of resources and increased visibility and accountability at a local level. It did however create a complexity whereby the Director for Public Safety and the Director of Emergency Response were vying for the same resources and there was a degree of uncertainty regarding lines of accountability. Under the revised structure the four Heads of Service Delivery would now report directly to the Director of Service Delivery, removing any ambiguity and providing clear lines of accountability.

Service Support - Support elements that resided within the previous Public Safety directorate would transfer to the management of the Director of Service Delivery Support. This Directorate would also incorporate Emergency Response Preparedness.

Service Improvement - The amalgamation of Public Safety and Emergency Response had created the capacity to introduce a new Director role, the Director of Service Improvement. This new portfolio would be responsible for Corporate Governance and would also deliver Programme Management and Performance, two areas identified post HMICFRS inspection as opportunities to improve.

People - The Director of Human Resources would become the Director of People and Development, incorporating the delivery of Training in line with Organisational Development.

It was not proposed to change the roles of the CFO, DCFO or Executive Director of Corporate Services, however, the DCFO would now assume responsibility for the Director of People and Development. The implementation date for the revised directorate structure was 1 March 2019.

It was noted that the current post of Director of Operational Training was temporary and would come to an end in March 2019. Members wished to place on record their thanks to the Director of Operational Training and commended her work during her time seconded to that post.

Resolved - That the report be received.

6078 EXCLUSION OF THE PRESS/PUBLIC - Resolved - That the press and public be excluded from the meeting for consideration of the following item on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

In making its decision the Authority confirmed that having regard to all the circumstances it was satisfied that the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

6079 BREXIT PLANNING - The Chief Fire Officer/Chief Executive provided an oral update on Brexit Planning with regard to the Fire and Rescue Services' operations.

Members were given assurance that from a service perspective the Service was well prepared for the UK's exit from the European Union in the event of a no deal situation.

As part of the Local Resilience Forum's (LRF) planning for the UK's exit from the European Union, however, the Service was experiencing resource implications, the costs of which had to be met by the Service. It was noted that whilst local government had been

allocated £250,000 in total from central government in planning for the UK's exit from the European Union, such funds were not reciprocated for fire and rescue services.

Members supported the work undertaken by the Chief Fire Officer/Chief Executive, as Chair of the LRF.

Resolved - That the update be received.

Meeting closed at 12.10pm.

Appendix 1

MEMBERS' ALLOWANCES SCHEME 2019/20

The Local Authorities (Members' Allowances) (England) Regulations 2003 made provision for Combined Fire Authorities to establish Member Allowances Schemes from May 2003. The HFA approved a scheme in October 2003 that allowances would be increased annually from 1 April in line with the local government officers' pay award. It was also resolved that a full review should be conducted after 4 years.

A review was undertaken during 2006/07 and reported to the March 2007 meeting of the HFA. The Regulations require that the HFA shall have regard to the recommendation of any of the Independent Remuneration Panels in relation to any authority by which any of its Members are nominated

The HFA at its meeting on 11 February 2019 agreed that the allowances for Elected Members be frozen at their current level for 2019/20 as set out below.

	£
1. Basic Allowance (per annum)	
All Members	4,457
2. Special Responsibility Allowances:	
a. The Chair of the Authority	11,137
b. The Vice Chair of the Authority	8,356
c. The Chairs of Committees	561
3. Independent Co-opted members of the GAS Committee	
a. Chairperson of the Committee	£1,680/year (£140 per month)*
b. All other Members of the Committee	£1,480.50 each/year (£123.375 per month)*
4. Childcare & Dependant Carer Allowances (per hour)	
a. Childcare	5.80
b. Dependant	10.40
5. Travel Allowances	
a. Car Allowances – In accordance with the National Joint Council for Local Government Services casual user rate:	
Up to 999cc	0.469**
Over 999cc	0.522**
(up to first 8,500 miles per annum, thereafter £0.144*)	
b. Motorcycle	0.240
c. Bicycle (per mile)	0.05
d. Public Transport	Actual Cost
6. Subsistence Allowances	
Actual cost not exceeding	
a. Breakfast – more than 4 hours before 11.00am	6.46
b. Lunch – more than 4 hours including 12noon to 2.00pm	8.92
c. Tea – more than 4 hours including 3.00pm to 6.00pm	3.50
d. Dinner – more than 4 hours ending after 7.00pm	11.03
e. Overnight (covering 24 hours)	
London #	136.40
Outside London	120.42
f. Out of Pocket Expenses (per night)	4.92

* Based on 7 meetings a year it recognises that Members of the Joint Humberside Police/PCC Audit Committee are paid an attendance allowance based on the rates set by the Home Office for attendance at Appeals

Tribunals. The Authority has agreed that the Independent Co-opted Members of the GAS Committee should be paid on a similar basis, and that they receive an annual allowance (paid monthly rather than an as attendance allowance) calculated on the same basis as that adopted for the Police/PCC Audit Committee. Mileage and bridge toll costs will continue to be met as before. The only exceptions to the above remuneration arrangements for Independent Co-opted Members of the GAS Committee will be on the very rare occasions when they might be asked to attend training arranged for them in support of their role e.g. Treasury Management training when such attendance will qualify for the one-off £26 hourly rate + travel expenses + bridge tolls. In addition, for attendance at HFA Member Days/HFA meetings, GAS Committee Members will be reimbursed for their travel expenses and bridge tolls.

** Not increased by NJC since 1 April 2010

Includes Local Government Association and Annual Fire Conferences overnight attendances outside London.