

HUMBERSIDE FIRE AUTHORITY

12 FEBRUARY 2018

PRESENT:

Representing East Riding of Yorkshire Council:

Councillors Chadwick, Finlay, Green, Jefferson JP, Matthews, Smith and Turner

Representing Kingston upon Hull City Council:

Councillors Belcher, Dad, Mathieson and Wilson

Representing North Lincolnshire Council:

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

Representing North East Lincolnshire Council:

Councillors Shepherd and Sutton

Deputy Chief Fire Officer/Executive Director Service Delivery, Executive Director Service Support/Section 151 Officer, Monitoring Officer/Secretary, Director of Emergency Response, Director of Human Resources, Director of Public Safety, Director of Service Support, Committee Manager, Mr R Khangura (KPMG) and Mr A Smith (Member of the Governance, Audit and Scrutiny Committee in place of Mr D Chapman, Chairperson) were also present. At the invitation of the Authority Mr K Hunter, Police & Crime Commissioner for Humberside was also present.

Apologies for absence were submitted from Councillors Burton, Clarkson, Fudge, Jackson and Sharpe.

The meeting was held at the Humberside Fire and Rescue Service Headquarters, Kingston upon Hull. Meeting commenced at 10.30 a.m.

(The Chairperson welcomed Mr Hunter (PCC) and Mr Khangura (KPMG) and all other persons who were present.)

5719 DECLARATIONS OF INTEREST - There were no declarations.

5720 MINUTES – The minutes of the meeting of the Authority held on 8 December 2017 were submitted.

Resolved – That, subject to the preamble to Minute 5686 (Member Champions 2017/18) being amended by the deletion of the words “who act as Member Directors on the HFR Solutions Board” and the substitution therefor of the words “are Members who sit on the HFR Solutions Board”, the minutes of the meeting of the Authority held on 8 December 2017 having been printed and circulated amongst the Members, be taken as read and correctly recorded and be signed by the Chairperson.

5721 QUESTIONS BY MEMBERS - The Monitoring Officer/Secretary stated that no questions had been received from Members in accordance with Rule 12, Part 4 of the Constitution.

5722 PETITIONS AND DEPUTATIONS - The Monitoring Officer/Secretary stated that no petitions had been received and no requests for a deputation had been received under Rule 13, Part 4 of the Constitution.

COMMUNICATIONS

5723 International Firefighters’ Challenge 2018 – The Chairperson introduced Firefighter C Illingworth who along with Firefighters R Wild and M Robson, had been selected for Team GB at the International Firefighters Challenge to be held in Mumbai, India in March

2018. The Chairperson presented Firefighter Illingworth with a plaque and a tie. The Chairperson asked that Members' best wishes be conveyed to the Fire Services that will be represented at the event.

5724 MEMBERS' NEWSLETTER – This item was included on the Agenda to allow Members an opportunity to ask questions regarding any items included in the Members' Newsletter that had been emailed recently to all Members of the Authority. There were no questions.

MINUTES OF COMMITTEES

5725 Pension Board – Resolved – That the minutes of the Pension Board held on 26 January 2018 be received.

5726 Governance, Audit and Scrutiny Committee – Mr A Smith of the Governance, Audit and Scrutiny Committee presented the minutes of the meeting of the Committee held on 29 January 2018 and drew Members' attention to the following items:

- Minute 5703 (Business on the Agenda for this meeting) – Mr Smith stated that Members of the GAS Committee had had a good meeting with Officers after the GAS Committee and had received a presentation similar to that previously given to Authority Members. The GAS Committee Members had offered their support if there is anything that they can do to assist the Authority in the lead-up to the HMICFRS inspection regime.
- Minute 5704 (Scrutiny Programme 2017/18 – Business Continuity Update) – Mr Doyle and Mr Smith will be meeting with Officers on 21 February 2018 to plan the next stage of the scrutiny which is on track to be completed on time.
- Minute 5705 (Scrutiny Work Programme 2017/18 – Scrutiny Programme – Implementation of Review Outcomes – Feedback) – Mr Smith stated that the intended discussion did not take place and will now take place on the rising of the March 2018 meeting of the Committee.
- Minute 5713 (Implementation of the General Data Protection Regulations) – Mr Smith suggested that this matter might be a suitable item for discussion by Members of the Authority.

A Member referred to the report later on the Agenda for this meeting on the Fair Funding Review Consultation (Minute 5735 below refers) and expressed his thanks to the GAS Committee for looking at the complex consultation document.

Resolved – That the minutes of the Governance, Audit and Scrutiny Committee held on 29 January 2018 be received.

EXTERNAL AUDIT (KPMG)

5727 External Audit Plan 2017/18 – Mr R Khangura (KPMG) submitted an audit plan setting out the work that the External Auditor proposed to undertake for the 2017/18 audit. The audit team would discuss and agree reports with officers before issuing them to the Governance, Audit and Scrutiny Committee and the Fire Authority in line with the following timetable:

<u>Planned Output</u>	<u>Indicative Date</u>
External Audit Plan	February 2018
Interim Report (if necessary)	April 2018
Report to Those Charged with Governance (ISA 260 Report)	July 2018
Annual Audit Letter	September 2018

The report included a table showing the planned attendance of KPMG representatives at meetings of the Committee and the Authority and indicated that the audit fee did not permit attendance at all scheduled meetings in the year. Mr Khangura drew Members' attention to the audit fee for 2017/18 which would be £31,897 compared to the 2016/17 final fee of £35,397 which was made up of the planned audit fee of £31,897 and an additional fee of £3,500, agreed with the Authority and Public Sector Audit Appointments (PSAA). The audit plan had previously been considered by the Governance, Audit and Scrutiny Committee (Minute 5709 refers).

Resolved – That the Audit Plan 2017/18 be approved.

5728 External Audit Technical Update - Mr R Khangura, (KPMG) submitted a report providing a high level overview on progress in delivering KPMG's responsibilities as external auditors. The report indicated that at the end of each stage of the audit KPMG issued certain deliverables, including reports and opinions. A summary of progress against those deliverables was provided in Appendix 1 of the report. The report drew attention to information which was part of KPMG's resources and also highlighted the main technical developments that were currently having an impact in local government. The report had previously been considered by the Governance, Audit and Scrutiny Committee (Minute 5710 refers).

Resolved – That the report be noted.

5729 PUBLIC SECTOR AUDIT APPOINTMENTS (PSAA) – REPORT ON THE RESULTS OF AUDITORS' WORK 2015/16: LOCAL GOVERNMENT BODIES – The Executive Director Service Support/Section 151 Officer submitted a report published by Public Sector Audit Appointments Limited (PSAA) on the results of auditors' work at local government bodies covering the 2016/17 financial year. The Head of Finance drew Members' attention to paragraph 18 and Appendix 2 which indicated that the Authority was one of only 17% of bodies that had received an unqualified opinion on their accounts on or before 31 July 2017 and that of that 17% only 7 Fire and Rescue Authorities, including Humberside Fire Authority, had received an unqualified opinion on their accounts for 2016/17 by 31 July 2017. The PSAA report stated this suggested that those bodies will be well prepared to meet the earlier statutory accounts publication that will apply for the 2017/18 accounts. The report had previously been considered by the Governance, Audit and Scrutiny Committee (Minute 5706 refers). The Chairperson acknowledged that the Authority's accounts had been completed on time and expressed thanks to the Finance Team and the Authority's auditors.

Resolved – That the report be noted.

5730 PUBLIC SECTOR AUDIT APPOINTMENTS (PSAA) – APPOINTMENT OF EXTERNAL AUDITORS 2018/19 BODIES – The Executive Director Service Support/Section 151 Officer reported orally, further to Minute 5625 of the Authority held on 22 September 2017, that Public Sector Audit Appointments Limited (PSAA) had confirmed that Mazars LLP had been appointed as the Authority's External Auditor from 1 April 2018.

Resolved – That the report be noted.

5731 MANAGEMENT ACCOUNTS TO 31 DECEMBER 2017 - 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:

<u>Category</u>	<u>2017/18 Outturn Projection</u>	
HFA		
Revenue Budget	£293k	underspend
Capital Programme	£3.597m	expenditure against £3.592m allocation
Pensions Account	£13.723m	deficit

The report indicated that the remaining reporting cycle frequency for the Management Accounts for 2017/18 will be as shown in the table below:

<u>Period Ending</u>	<u>Authority Meeting</u>
28 February 2018	23 April 2018

A copy of the accounts for the period ending 31 December 2017 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 5708 refers).

Resolved – That Members take assurance from the report and the Authority’s financial position for the period ending 31 December 2017.

5732 2018/19 PRECEPT AND MEDIUM-TERM FINANCIAL PLAN 2018/19 TO 2021/22 -

The Executive Director Service Support/Section 151 Officer submitted a report considering the Authority’s Budget for 2018/19 onwards and also the setting of the precept for 2018/19. The report had been prepared in accordance with the Local Government Finance Act 1992 as amended by the Localism Act 2011 Sections 72 to 79 and the Local Government Finance Act 2012 to allow the Authority to approve:

- The Council Tax Requirement for 2018/19;
- The Council Tax Base figure for 2018/19, and
- The basic amount of Council Tax for 2018/19.

The report also complied with the Local Government Act 2003 in allowing the Authority to approve:

- The financial spending plans that are necessary to support the Authority’s activities [Section 25(1)(a)], and
- Maintenance of adequate reserves and provisions [Section 25(1)(b)].

Reports had previously been submitted to the Fire Authority on the budget position for 2018/19 onwards. Reports have been considered at the September, October and December 2017 meetings.

The Final Local Government Finance Settlement for 2018/19 had been published by the Government since the report was written and the Executive Director Service Support/Section 151 Officer stated that there had been a slight change which will be reflected in the approved precept details which will be appended to these minutes. Based on the final settlement, the key headlines were as follows:

- A £1.1m reduction in support from Government for the period 2018/19 and 2019/20;
- Council Tax Referendum threshold of 3% for Humberside Fire Authority for 2018/19 and 2019/20.

The reduction in funding from Government was anticipated, but was still significant when compounded with the reductions that the Authority had suffered over 2011/12 to 2017/18. The Authority had worked very hard in anticipation of this austerity and by the close of 2017 had delivered efficiencies over the prior recent years of circa £11m. The Authority’s Revenue Budget and Capital Programme (Appendices A and B to the report) had been updated in line with new information that has become available since December 2017. The main examples of this were: the Council Tax Base for 2018/19; Collection Fund surplus, and the Capital Programme which was largely based on the Premises, IT and Vehicles reports for 2018/19 onwards approved at the December 2017 Fire Authority.

The decision on the 2018/19 precept for Humberside Fire Authority had to be taken in the light of a number of significant factors as follows:

- The Government had set a referendum threshold for 2018/19 of 3% for the Authority. Therefore, any increase at or above that 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 from 2011/12 to 2015/16 as part of the Government scheme in operation in those years. The Authority increased its precept by 1.25% in 2016/17 and 1.6% in 2017/18.
- The Authority had suffered a historic reduction in Government support over 2011/12 to 2017/18. 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 that period. In addition to this there was the estimated further reduction in support from Government over the period 2018/19 and 2019/20 of £1.1m.
- The additional income to the Authority from a 2.95% increase in the precept would be circa £600k. The Medium-Term Financial Plan requires efficiencies of circa £200k by 2020 after taking account of the additional £600k of income from the 2018/19 precept increase. Without this funding the Service will be required to find additional efficiencies of circa £600k (over and above the £200k already needed) over the medium-term to ensure a balanced financial position.

The Authority had run a public consultation from 17 to 31 January 2018 on the council tax/precept for 2018/19 as detailed in Appendix E to the report. For each of the years 2018/19 and 2019/20 options of 0% and a 2.95% increase were put forward. The responses in summary were as follows:

<u>Options</u>	<u>Increase at 2.95% for each of the next 2 years</u>	<u>Increase at 2.95% for 1 year</u>	<u>0%</u>	<u>Total</u>
Number of responses	425	25	80	530
Percentage	80%	5%	15%	100%

The consultation responses received showed strong support for a 2.95% increase if the additional funding can be used to balance the Service’s budget over the medium-term and protect the service to the community. Appendix F of the report set out the responses received in detail.

With regard to the Medium-Term Financial Plan 2018/19 to 2021/22 the report indicated that Members had been regularly briefed on the Authority’s medium-term financial position. In broad terms the budget for 2018/19 to 2021/22 was balanced subject to:

- the delivery of £200k of efficiencies by 2019/20;
- council tax increases of 2.95% in 2018/19 and 2019/20 and 1.9% in 2020/21 and 2021/22;
- Pay awards of 2% each year of the plan.

High level objectives for delivering the Service’s Medium-Term Financial Plan had 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 are 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 (£5.373m at 1 April 2017) and a number of Earmarked Reserves created to meet specific areas of future expenditure (£5.175m at 1 April 2017). As a result of good forward planning by the Authority, the reserves were in a sound position, but they needed to be seen in the context of the current and future significant reductions in Government funding and the major financial uncertainties that still lie ahead. The Authority’s Section 151 Officer had confirmed, for the purposes of Section 25 of the Local Government

Act 2003, that the budget estimates have been compiled on a robust and prudent basis; that the current reserves held by the Authority are adequate, and that the Authority has timely and robust budget monitoring arrangements. The proposal was to again issue Management accounts to all Members and Corporate Management Team within 10 working days of 30 June, 30 September, 31 December 2018 and 28 February 2019.

The report concluded that the Authority's budget was now in a sound position with efficiencies of circa £11m over 2011 to 2017 as a response to the reductions in grant funding from Government. This had been achieved whilst simultaneously maintaining the Authority's high response standards.

The Chairperson stated that as pointed out by the Executive Director Service Support/ Section 151 Officer Members had previously had information at recent Member Days regarding the precept setting process; that the Authority had been consulted by the Government regarding the level of the council tax cap and the referendum trigger level which the Authority had responded to, and also that the precept consultation message of a 20p per month increase in council tax was a good message to send out. Members congratulated the Officers on the Consultation questionnaire and suggested possible amendments to future questionnaires. The Executive Director Service Support/Section 151 Officer stated that the questionnaire can be fine-tuned next year having regard to the suggested amendments now made.

Moved by Councillor Smith and seconded by Councillor Finlay –

“That the recommendation in the report be approved”.

Upon being to put to the vote the voting on the motion was:

For: 17
Against: Nil

Motion Carried

Resolved Unanimously – That Members approve the 2018/19 precept at a level 2.95% higher than the 2017/18 level and approve the updated Appendices A, B, C and D as set out in Appendix 1 to these minutes.

5733 FEES AND CHARGES 2018/19 - The Executive Director Service Support/ Section 151 Officer and Deputy Chief Fire Officer/Executive Director Service Delivery submitted a report indicating that in accordance with the Fire Services Acts, Fire Authorities had the discretion to charge for special services performed (where there is no immediate threat of fire) and for services relating to training, fire safety and administration. The report outlined the Authority's proposed Special Service and Other Charges for 2018/19 as set out in Appendix A to the report. The revised charges proposed reflected the following:

- Staff related costs – charges are normally uplifted in line with the firefighters' pay award. Given that the firefighters' pay award for 2017 was 1% (with negotiations continuing), it was proposed that the charge is increased by 1% (and by any further agreed increase in firefighters' pay).
- Non staff related costs – Charges uplifted in line with the Consumer Price Index (CPI) at September 2017 which was 3%.

The report also indicated that Fire Service Circular 17/2001 advised Fire Authorities on the charges they may levy when dealing with cases of pension sharing involving serving members of the Firefighters' Pension Scheme or pensioners. The charges for 2018/19 would be increased in line with the local government pay award for 2017-18 of 1%. The charges were set out in Appendix B to the report. A consultation on charging for events planning and attendance would be commenced in February and March 2017. Further consultation had been carried out as part of the revised Strategic Plan. The outcome of those consultations will be considered.

Resolved - That the revised charges shown in the Appendices A and B to the report now submitted be approved with effect from 1 April 2018.

(All Councillors declared a pecuniary interest in the following item (Minute 5734 – Members’ Allowances 2018/19 notwithstanding that, as indicated in the report, in 2013 the Governance, Audit and Scrutiny Committee had granted a dispensation for Members to set allowances).

5734 MEMBERS’ ALLOWANCES 2018/19 - The Monitoring Officer/Secretary and Executive Director Service Support/Section 151 Officer submitted a joint report indicating that the Fire Authority on an annual basis considers and approves a scheme of the allowances paid to Members. The approval of the scheme was a matter for the full Authority. The Local Authorities (Members’ Allowances) (England) Regulations 2003 made provision for Combined Fire Authorities to establish Member Allowances Schemes from May 2003. Humberside Fire Authority approved a scheme in October 2003 (Minute 987 refers) that allowances would be increased annually from 1 April in line with the local government officers’ pay award. The Authority had frozen basic and special responsibility allowances since 2008/09 but agreed that for 2011/12 the global amount for the Basic Allowance and Special Responsibility Allowances be frozen at the current level on the understanding that some allowances might be adjusted following the Third Review of Corporate Governance. In the event no adjustments were agreed following that review. Members were reminded that at the meeting of the Authority held on 13 February 2017 a report was submitted regarding Members’ Allowances for 2017/18 together with a separate report on the outcomes of a scrutiny review undertaken by the Governance, Audit and Scrutiny Committee. The objectives of the review were as follows:

- To scrutinise the allowances paid to Members under the Authority’s Members’ Allowances Scheme.
- To review the role and responsibility of the Vice-Chairperson of the Fire Authority.

The scrutiny outcomes were detailed in Appendix 1 to that report. The GAS Committee (Minute 5337 refers) agreed –

“That the following recommendations from the scrutiny review be recommended to the Fire Authority:

1. The current basic Members’ Allowance remains the same until the average of other fire Authorities climbs nearer the Humberside Fire Authority figure.
2. The role and effectiveness of the Vice-Chairperson should be clear to all Members.”

Members were invited to have regard to the outcomes of the scrutiny review when determining the scheme of Members’ Allowances for 2017/18. The Authority agreed - (Minute 5363 refers) –

“That the Authority accepts the recommendation of the GAS Committee and agrees that the allowances be frozen at their current level for 2016/17 as set out in Appendix 1 to these minutes.”

The current Scheme of Member Allowances, as from 1 April 2017 was set out in Appendix 1 to the report now submitted. The Allowances were published in the press and online and were part of the Constitution.

The Authority was asked to consider and approve a scheme for Members’ Allowances in respect to 2018/19. The Authority was required to have regard to the recommendations made by any Independent Remuneration Panels in relation to any constituent unitary authority that had such a Panel that nominates Members to the Fire Authority. The relevant reports of the Members’ Allowances Panels for the four constituent unitary authorities in Humberside were attached at Appendix 2 to the report and also additional papers were published alongside

the Agenda papers for this meeting on the Authority's website (www/humbersidefire.gov.uk). It was difficult to draw a comparison with the allowances paid at other Combined Fire & Rescue Authorities, primarily owing to the different composition and governance arrangements in place. It was however notable that some authorities pay an allowance to a political group leader/group secretaries. Previous comparisons also provided an indication that the Basic Allowance and Vice Chairpersons' allowance was greater than many. Attached at Appendix 3 to the report was a comparison of the allowances paid by each of the authorities who nominate Members to the Fire Authority.

With regard to Scrutiny Review outcomes the report indicated that the GAS Committee at its meeting on 18 September 2017 (Minute 5595 refers) had further considered Members' Allowances with particular reference to the role of the Vice- Chairperson of the Authority and had received an oral feedback report from the Chairperson of the Sub-Group that undertook the review updating the Committee with regard to their work in respect to the role of the Vice-Chairperson of the Authority. The Chairperson stated that the Sub-Group had looked at other fire authorities to ascertain whether there was any consensus regarding the role of Vice-Chairperson but that it was difficult as the roles were not all comparable. It was noted that this Authority's Constitution outlined the role of the Vice-Chairperson of the Authority. In bringing their review to a conclusion the Sub-Group recommended that the Chairperson and Vice-Chairperson of the Authority should work together to develop their relationship and the scope for some roles such as attending certain Committees/meetings to be delegated to the Vice-Chairperson as this will help the holder of that post develop in their role, and will also assist succession planning. The GAS Committee agreed – "That it be a recommendation that the Chairperson and Vice-Chairperson of the Authority work together to develop their relationship and the scope for some roles such as attending certain Committees/meetings to be delegated to the Vice-Chairperson as this will help the holder of that post develop in their role, and will also assist succession planning."

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. However In 2013 Governance, Audit and Scrutiny 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. Under the Regulations, on 1 April (or as soon as practicable thereafter) the allowances paid to Members for 2016/17 will be published. In addition, the new scheme (2017/18) will be published. This also meets the requirements of the Code of Transparency introduced towards the end of 2011.

Resolved – That Members' allowances be frozen at their current level for 2018/19 as set out in Appendix 2 to these minutes.

5735 FAIR FUNDING REVIEW: A REVIEW OF RELATIVE NEEDS AND RESOURCES – TECHNICAL CONSULTATION - The Executive Director Service Support/Section 151 Officer submitted a consultation document from the Department for Communities and Local Government (DCLG) dated December 2017 on the approach to measuring the relative needs of local authorities. The document indicated that the funding baselines for local authorities, as determined by the local government finance settlement, are based on an assessment of local authorities' relative needs and resources. The methodology behind that assessment was introduced over ten years ago, and had not been updated since the introduction of the 50% business rates retention system in 2013/14. Since that time, demographic pressures had affected local areas in different ways, as had the cost of providing particular services. In recognition of those pressures, the Government last year announced a review to address concerns about the fairness of current funding distributions. The outcome of this review will enable the Government to reconsider how the relative needs and resources of local authorities should be assessed in a world in which they will continue to have greater control over the money that they raise. Last year the previous Government published a Call for Evidence on needs and redistribution, which resulted in over 200 responses from a range of local

authorities and representative bodies. Those responses had been carefully considered in preparing this consultation paper. A summary of responses received to the Call for Evidence together with the Government's response to a number of the important issues raised was published on the Government's consultation website alongside this consultation. Over the past year, the DCLG had worked in close collaboration with local authorities and their representatives on the design of the review, including through a joint Local Government Association (LGA) and DCLG chaired technical working group. This consultation focuses specifically on potential approaches that have been identified to measure the relative needs of local authorities. Responses to this consultation are requested by 12 March 2018.

With regard to the case for change the consultation document stated that "Local government is the frontline of democracy and accounts for almost a quarter of public spending. It delivers a wide range of important services used by residents on a daily basis, and provides essential support for the most vulnerable people in our society. The local government funding system must therefore offer appropriate levels of stability and assurance to councils to support financial planning, along with greater control over the money they raise and strong incentives to deliver services efficiently and in a way that promotes local economic growth. The Government will therefore seek to ensure funding is allocated in a way that supports these objectives whilst providing councils with the flexibility to meet their own local priorities. No two local authorities are the same. Changes in demography and the cost of service delivery will affect areas differently across the range of services, while the challenge of growing local economies varies. This review will address concerns about the fairness of the current distribution of funding to local authorities, ensuring that funding allocations reflect the relative 'need to spend', and taking into account the capacity of authorities to fund local services through local income. The current local government funding system is often criticised for its complexity. The Government will therefore work towards a system that is, as far as is practicable, more simple and transparent whilst providing as much discretion as possible to local councils over the use of resources so as to empower the transformation of local services and ensure that councillors are accountable for deciding how funding is used locally."

The terms of reference of the review stated that the fair funding review will set new baseline funding allocations for local authorities by delivering an up-to-date assessment of their relative needs and resources, using the best evidence available, and that the review will:

- set new baseline funding allocations for local authorities,
- deliver an up-to-date assessment of the relative needs of local authorities. The Government has been clear that there will continue to be redistribution of business rates between local authorities to take account of relative needs; the review will determine what the redistribution should be,
- examine the relative resources of local authorities. The Government will take a fresh look at how council tax income should be taken into account when redistributing business rates at local government finance settlements, and will also consider other potential sources of income available to councils,
- focus initially on the services currently funded through the local government finance settlement, and
- be developed through close collaboration with local government to seek views on the right approach. Alongside on-going engagement with the sector and formal consultation, we plan to publish a series of technical papers to ensure that local authorities are well sighted on our progress, as outlined in section 1.5.3 below. This will include careful consideration of transitional arrangements to ensure any changes in funding are introduced in a manageable way.

The Executive Director Service Support/Section 151 Officer drew Members' attention to paragraphs 4.3.12 to 4.3.15 which were the most relevant to the Fire Authority and stated that he proposed to draft a response which would be emailed to Members' for comments prior to

submission before the March 2018 deadline. The document had previously been considered by the Government, Audit and Scrutiny Committee on 29 January 2017 (Minute 5712 refers).

Resolved – (a) That the information be noted, and

(b) that the Executive Director Service Support/Section 151 Officer will circulate draft a response which will be emailed to Members' for comments prior to submission before the March 2018 deadline.

5736 HER MAJESTY'S INSPECTORATE OF CONSTABULARY AND FIRE AND RESCUE SERVICES (HMICFRS) CONSULTATION ON FIRE & RESCUE SERVICES INSPECTION – The Deputy Chief Fire Officer/Executive Director Service Delivery presented a report by the Chief Fire Officer & Chief Executive indicating that on 19 December 2017, HMICFRS opened a public consultation for the proposed Fire and Rescue Service inspection programme and framework. The consultation pack (attached at Appendix 1 to the report) included details of HMICFRS's proposed approach for 2018/19, and sought views as to whether the right areas of fire and rescue services activity have been covered. The pack also included the proposed inspection methodology, based around the three core assessment areas which have been allocated as Executive owned workstreams:

a. *How effective is the FRS at keeping people safe and secure from fire and other risks?*

The effectiveness of the operational service we provide to the public including prevention, protection, resilience and response (owned by the Deputy Chief Fire Officer/Executive Director Service Delivery);

b. *How efficient is the FRS at keeping people safe and secure from fire and other risks?*

How well we provide value for money, allocate resources to match risk, and collaborate with the police and ambulance services (owned by the Executive Director of Service Support/Section151 Officer);

c. *How well does the FRS look after its people?*

How well we promote our values and culture, train our staff, ensure they have the necessary skills, ensure fairness and diversity for the workforce and develop leadership and service capability (owned by the Chief Fire Officer & Chief Executive).

The report indicated that HMICFRS were specifically seeking responses to the seven questions set out below, which were contextually embedded within the consultation document. The proposed response to each question is set out in italics below:

a. *What do you think of the proposed approach to FRS inspection that HMICFRS proposes to conduct in 2018/19? How could this be improved?*

We welcome the proposed approach and the detail within the inspection process during 2018/19 as it further supports the Service's objectives to be transparent, accessible and support independent scrutiny of us. HFRS feel it could be improved in the following ways:

- *On-line reporting for self-assessments similar to the school improvement planning approach taken by OFSTED;*
- *On-line data reporting and bench marking linked to a secure area within fire.uk website;*
- *Continual review to ensure that data collection is meaningful and comparable.*

- b. Do you agree that an integrated inspection of fire and rescue services' effectiveness and efficiency, and how they look after their people, is better than separate thematic inspections?

The burden of three separate thematic inspections has been considerable for the police service and an integrated approach would be supported for fire inspections. The resources required to facilitate separate inspections for organisations with considerably less resources would be a cause for concern; an awareness of the potential thematic inspection demand would also be useful.

- c. Are there any other areas of fire and rescue services' activity that should be included in the integrated inspections?

- *Specific collaboration with Police, Ambulance and Fire;*
- *'Fire as a Health asset';*
- *Organisational innovation, learning and improvement.*

- d. Does the draft inspection methodology include the right questions to gather evidence for a rounded assessment of fire and rescue services? How could this be improved?

The draft inspection methodology supports a broad examination of all elements of fire service delivery and support; HFRS feels that it could be improved in the following ways:

- *The diagnostic and sub diagnostic questions cover the key areas of work within the service; transparency and early communication of the indicator question set so services can understand the detail required would be beneficial at this early stage of the inspection process;*
- *On-line reporting and rating of diagnostic, sub diagnostic and indicator questions.*

- e. How else could HMICFRS adapt the way in which it acquires information to take full account of the circumstances of fire and rescue services and of risks to public safety?

An examination of the response and public safety customer journey and the internal customer journey to highlight effectiveness, efficiency and personal experiences.

- f. What, if any, new or emerging problems for fire and rescue services should HMICFRS take into account in its inspections?

- *Mental health support provision;*
- *Effect of industrial relations and previous disputes;*
- *Recognition of the different governance structures used for delivering fire and rescue services.*

- g. What else should HMICFRS consider doing to make its fire and rescue service assessments as fair as they can be?

- *Annually published timetable for requests for data and documents;*
- *Early relationship forming with Service leads and HMI;*
- *Family group collaboration and best practice sharing;*
- *Recognition of developing sector professional standards and national best practice via NFCC.*

Resolved - That Members approve the Service's consultation response to Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS).

5737 FIRE AND RESCUE NATIONAL FRAMEWORK FOR ENGLAND – GOVERNMENT CONSULTATION - The Deputy Chief Fire Officer/Executive Director Service Delivery presented a report by the Chief Fire Officer & Chief Executive indicating that as Members were aware the production, by the Secretary of State, of the Fire and Rescue National Framework (the Framework) was a requirement under the Fire and Rescue Services Act 2004. The Framework sets the governmental priorities and objectives for Fire and Rescue Authorities (FRAs) and places a Statutory Duty upon FRAs to have regard to the Framework in the discharge of their functions. The Framework was last updated in 2012. Changes were now required to embed elements of the fire reform programme and the provisions within the Policing and Crime Act 2017 relating to collaboration and governance. HM Government was currently consulting Fire and Rescue Authorities, their staff and Representative Bodies in relation to the revised Framework and also for the revised 'Protocol on Central Government Intervention Action for Fire and Rescue Authorities'. The consultation period would end on 14 February 2018. The proposed Framework document was included at Appendix 1 to the report. Members had received an overview of the proposed changes to the Framework and the consultation questions at the Member Day 15 January 2018.

The priorities and objectives for FRAs as set by the Framework include:

- (a) Identify and assess the full range of foreseeable fire and rescue related risks their areas face;
- (b) Make appropriate provision for fire prevention and protection activities and response to fire and rescue related incidents;
- (c) Collaborate with emergency services and other local and national partners to increase the efficiency and effectiveness of service provision;
- (d) Be accountable to communities for the service they provide;
- (e) Develop and maintain a workforce that is resilient, skilled, flexible and diverse.

The report assured Members that the Authority's Strategic Plan 2018/21, Integrated Risk Management Plan (IRMP) 2018/21 and associated workstreams take account of each priority and objective within the Framework and reminded Members that a statutory Annual Statement of Assurance, confirming the Authority's compliance with the Framework, is brought before HFA in July each year.

The report drew attention to the following revisions of note that were included in the consultation document:

Prevent and Protect - The Framework describes an implicit expectation that FRAs will work closely with other organisations in the public and voluntary sector, as well as with the police and ambulance services. Including:

- Partnerships to support risk reduction services to those identified as vulnerable, including from exploitation or abuse;
- Wherever possible to share intelligence and relevant risk data;
- Making a contribution to increase the effectiveness and efficiency of public services to alleviate pressures on local response resources. However, not at the expense of core fire functions.

The Framework also places emphasis on requirements to:

- Promote fire safety, including fire prevention;
- Application of effective risk based inspection and enforcement of the Regulatory Reform (Fire Safety) Order 2005;
- Effective targeting of fire safety, prevention and protection resources.

Officers had reviewed this element of the Framework and were satisfied that it meets their current planning, understanding and expectations both internally through the development of Public Safety service delivery and in terms of the Authority's open, innovative and pro-active approach to collaboration. It was particularly pleasing to note

that data sharing had been given greater prominence by government. The Authority's feedback will include a suggestion to consider mandatory requirements across all public services to share intelligence and risk data.

Assurance and Scrutiny - The requirements placed upon FRAs to cooperate with and support Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) inspection programmes are embedded within the Framework.

Officers had reviewed this element of the Framework and were satisfied that it meets their current understanding and expectations.

National Fire Chiefs Council - The role of the National Fire Chiefs Council (NFCC) in providing a co-ordinated professional, operational and technical leadership of the sector, advising and supporting central and local government, and other stakeholders is incorporated in the Framework.

Officers were satisfied that this role had been accurately reflected and acknowledged.

Achieving Value for Money - The requirements placed upon FRAs in terms of operating efficiently are described in some detail under a number of headings, including:

- Achieving value for money;
- Reserves policy;
- Commercial transformation;
- Trading arrangements;
- Statutory Collaboration

Officers had reviewed the requirements within the Framework and were satisfied with the arrangements the Authority has in place to meet the areas listed above. In particular the Authority's unqualified external audit opinion on value for money, the Prudential Minimum General Reserve (PMGR) that is approved each year based upon a risk assessment, the Authority's transparency information and the Authority's relationship with the HFR Solutions CIC. As Members were aware collaboration opportunities were being actively pursued with partner agencies and other emergency responders. Officers agreed with the listed requirements.

Workforce - The Framework includes an implicit requirement that FRAs have a people strategy, which takes account of the principles set out in the NFCC's People Strategy, covering as a minimum:

- Improving the diversity of the workforce to ensure that it represents the community it serves;
- Equality, cultural values and behaviours;
- Recruitment, retention and progression;
- Flexible working;
- Professionalism, skills and leadership;
- Training opportunities;
- Health, wellbeing and support;
- A policy to tackle bullying and harassment.

The report stated that Members can take assurance that the development of a HFRS People Strategy, encompassing the principles set out in the NFCC People Strategy, is progressing and a report will be brought to the HFA on 16 March 2018. This might be a particular area of focus for the HR Directorate Member Champions. Officers were supportive of a strategy based upon the NFCC People Strategy.

Firefighter Fitness Principles - The role of the FRA in helping to ensure firefighters remain fit and are supported in remaining in employment has been embedded within the Framework. FRAs must comply with the fitness principles therein.

The report stated that Officers had considered the requirements and Members could take assurance that as part of any reasonable adjustment and/or redeployment all potential adjustments in role would be considered prior to considering redeployment opportunities. Members were also aware that significant financial investment had been made over a number of years to support the fitness of firefighters with positive outcomes. A number of queries regarding detail will be included in the consultation response, including:

- In practical terms any redeployment opportunity, following consideration and/or application of all reasonable adjustment, may not be possible in role dependent upon the individual personal circumstances.
- Where an individual may not be fit enough to undertake an operational firefighter role, it may be contractually problematic to redeploy them into a different role with a different set of terms and conditions. This is not supported by any detail in the Framework.
- Where an individual, without underlying medical issues relevant to maintaining fitness, cannot be redeployed, due to a lack of suitable opportunities the Framework suggests an FRA initiated early retirement should be considered, from the age of 55, when presumably, the individual would not be prevented from other forms of meaningful employment outside of the FRS. This would incur significant strain costs on the FRA.
- There is no consideration that capability based termination of contract may be appropriate within the Framework.

Response to Terrorist Attacks - The Framework now features requirements on FRAs to have capability to respond to the heightened threat of terrorist attacks. As Members were aware this incorporated the Authority's interoperability with other emergency responders and agencies, multi-agency planning and maintenance of command and response competencies, and also that the Government had invested in a national cadre of specialist Marauding Terrorist Firearms Attacks (MTFA) firefighter teams. MTFA firefighter capability is currently being developed locally on a voluntary basis, in addition the Authority's group of National Incident Liaison Officers (NILO) had also undertaken MTFA training.

The voluntary nature of the Authority's firefighter response might not provide a sufficiently robust arrangement that meets the requirements of the National Framework, alternative arrangements are being considered. As Members were aware the issue of payment for such issues considered 'new fire service work' by the FBU, and 'within existing role maps' by Employers, is a factor of the FBU pay claim negotiations.

Intervention Protocol - It is a requirement under Section 23 of the Fire and Rescue Services Act 2004 that an intervention protocol be prepared, and for the Secretary of State to have regard to it in the exercise of their power of intervention. The intervention protocol broadly sets out the arrangements between the Secretary of State, the LGA, HMICFRS, the NFCC and FRAs should formal intervention be considered necessary. Officers consider the protocol is appropriate.

Members referred to the proposed consultation response set out in Appendix 2 to the report and suggested revised wording for the section relating to 'Governance' and 'Diverse Workforce'.

Resolved – That Members endorse the draft Humberside Fire Authority consultation response included in the body of the report and at Appendix 2 to the report subject to the following revisions:

- Governance – Amend to read – “There should be reference to Combined Fire Authorities made up of locally elected Members”.
- Diverse Workforce – to be reworded for clarification.

5738 DAME JUDITH HACKITT REVIEW - INTERIM RECOMMENDATIONS - The Deputy Chief Fire Officer/Executive Director Service Delivery submitted a letter dated 26 January 2018 from the Head of the Fire Safety Unit at the Home Office indicating that Dame Judith Hackitt had published her interim report and recommendations on the Independent Review of Building Regulations and Fire Safety on 18 December 2017. On the 22 January 2018 the National Fire Chiefs' Council (NFCC) had attended the Building Regulations and Fire Safety summit to launch phase two of the review. The letter indicated that Ministers in the Ministry of Housing, Communities and Local Government and in the Home Office fully supported the direction of travel signalled in Dame Judith's report and had accepted all of the recommendations that were aimed at Government. The purpose of the letter was to draw the Authority's attention to the interim recommendations that relate most directly to fire safety:

Recommendation F: Fire Risk Assessments – This is aimed at those responsible for carrying out and reviewing the fire risk assessment required under the Regulatory Reform (Fire Safety) Order 2005 ('the Fire Safety Order'). The detailed consideration which had informed this recommendation was set out in paragraphs 1.81-1.84 of the Interim Report. Although the recommendation is clearly aimed at those responsible for fire safety in high rise buildings, fire and rescue authorities, and local housing authorities, can play an important role in raising awareness of it among building owners and others with responsibilities under the Fire Safety Order. The Local Government Association's guidance on Fire Safety In Purpose-Built Blocks of Flats provides extensive guidance to those responsible for resident safety in purpose built blocks of flats, including high rise, on the measures they need to consider to ensure compliance with both the provisions of the Fire Safety Order (which apply to the parts used in common) and of the Housing Act 2004 (which applies to the individual flats, the parts used in common and to the structure and exterior of the building). The guidance sets out a range of options for a fire risk assessment and also discusses the regularity with which fire risk assessments should be carried out and reviewed. In blocks of over four storeys and in those buildings with a higher risk profile it indicates an annual review of the fire risk assessment might be appropriate with a new fire risk assessment every three years. In extreme cases, for the highest risk premises, it suggests an annual fire risk assessment might be appropriate. The requirement in the Fire Safety Order (Article 9) is that a suitable and sufficient fire risk assessment should be carried out regularly, so carrying out an annual fire risk assessment in high rise residential buildings cannot be universally enforced. The Fire Safety Order does state, however, that a review of the fire risk assessment should be undertaken when there has been a significant change to the matters to which it relates, including significant changes to the building (Article 9(3)(b)). In the light of the Grenfell tragedy and Dame Judith's interim findings and recommendations, fire and rescue authorities are in a good position to raise awareness of Dame Judith's recommendation among those responsible for fire safety in high rise residential buildings and, where necessary, to direct them to the Local Government Association's guidance.

Recommendation B: Competency of Fire Safety Professionals - Dame Judith had also identified that competency of fire safety professionals is a key issue that needs to be improved. Recommendation B is aimed at the professional and accreditation bodies responsible for ensuring persons working on high-risk buildings are suitably qualified. The detailed consideration which has informed this recommendation is set out in paragraphs 1.71-1.72 of the Interim Report. The fire sector, including those representing fire safety enforcement officers, makes available guidance from the NFCC on how to choose a competent fire risk assessor.

Recommendations C and E - The Ministry for Housing Government and Local Government will be sending a letter to Building Control Bodies in the next few weeks drawing their attention to the key recommendations that concern them. That letter will also be sent to Fire Authorities as it will contain information about consultation with Fire and Rescue Authorities.

The Head of the Fire Safety Unit hoped that authorities found the information helpful in their ongoing risk reduction work with those responsible for high rise residential buildings. The Home Office will continue to work with the National Fire Chiefs Council and fire and rescue authorities as the next phase of the Hackitt Review takes shape. Dame Judith’s final report is anticipated in the spring of 2018.

The Deputy Chief Fire Officer/Executive Director Service Delivery stated that the Service had written to the 4 constituent unitary authorities offering the Service’s assistance and also reported that 2 Officers were now directly involved in national groups looking at guidance

The Chairperson reminded Members that the Service had been active in the immediate aftermath of the Grenfell Tower fire in checking the safety of local high rise buildings and asked that Officers communicate Members appreciation back to those teams involved, and also to Officers. The Chairperson stated that Members will look forward to receiving further reports in due course.

Resolved – That the report be noted and that update reports be submitted to future meetings of the Authority.

5739 GENDER PAY GAP REPORT – The Director of Human Resources submitted a report indicating that gender pay reporting legislation requires employers with 250 or more employees to publish statutory calculations every year showing how large the pay gap is between their male and female employees. For employers with 250 employees or more, new legislation introduced this year means there is a legal requirement to publish gender pay gap data annually. From April 2017 employers had up to 12 months to publish this information. There were two sets of regulations for mainly the private and voluntary sectors (which took effect from 5 April 2017) and mainly for the public sector (which took effect from 31 March 2017). The deadline to report is 30 March 2018 for public sector employers. Employers need to register their organisation on the government's online reporting service www.gov.uk/report-gender-pay-gap-data. The Humberside Fire and Rescue Service is registered on that service. The report attached at Appendix 1 to the report laid out both the figures that the Service is required to publish and a narrative, which was not required but was considered to be appropriate to give context to those figures. The report set out a number of key points from the Gender Pay Gap Reporting Regulations and also identified six calculations that an employer must publish. The report indicated that the gender pay data for Humberside Fire and Rescue Service is as follows:

Gender Pay Gap

	<u>Female</u>	<u>Male</u>	<u>Gender Pay Gap</u>
The mean hourly rate	£11.61	£14.67	20.89%
The median hourly rate	£10.59	£13.83	23.44%
The mean bonus	£0	£0	0%
The median bonus	£0	£0	0%

Quartiles

<u>Quartile</u>	<u>Female (%)</u>	<u>Male (%)</u>
Lower (0%-25%)	50	50
Lower Middle (25%-50%)	6	94
Upper Middle (50%-75%)	10	90
Upper (75%-100%)	8	92

A narrative had been drafted in Appendix 1 to the report to give the context to the figures. The report stated that it was important to note that the data was neither an indication of whether there are any equal pay issues in the Service, nor does it inform whether pay is fair, it merely showed a direct comparison of all men and women within the Service and their actual pay,

regardless of job role. However, the data clearly reinforces the Service's view that further work is required to both encourage more women to work in the Service, particularly operationally, and to better support their development and career progression.

Resolved – (a) That Members note the content of the Gender Pay Gap information and narrative at Appendix 1 to the report and approve its publication;

(b) that Members note the requirement for further work to be undertaken in relation to supporting women to progress through the Service, which will in turn decrease the Gender Pay Gap, and

(c) that a progress report be submitted in 6 months' time incorporating comparative data published by other fire/police authorities.

5740 ABSENCE MANAGEMENT – The Director of Human Resources submitted a report, further to Minute 5682, giving an update to Members on progress against the previously agreed absence management plan. The Action Plan, with a Red/Amber/Green (RAG) rating was included at Appendix 1 to the report. With regard to absence management across the Service the report indicated that Case Review Board meetings had been established, led by the Deputy Chief Fire Officer/Executive Director of Service Delivery and the Director of HR. The focus of those meetings, which involve Line Managers, HR and Occupational Health as appropriate, was to ensure absence is being managed efficiently, effectively and consistently across the Service and to provide challenge where there are inconsistencies, blockages or lack of action and to offer support where needed. Those meetings had already proved successful in maintaining focus and responsibility and providing appropriate support. The Absence Management Policy and underpinning documentation had been outsourced to Capsticks Advisory for a full review following their input in redesigning the Authority's approach to the management of absence. Coupled with the above policy review, the HR team continues to coach line managers through the Absence Management Policy and process to ensure correct application and consistency of approach. Timely information is provided to Line Managers so that they can proactively manage absence at the earliest opportunity.

Resolved - That Members note the content of the report and the updated Action Plan and take assurance from the actions taken and planned in the HR Directorate to improve the management of absence and the support offered to staff who are unwell.

(Councillor Waltham MBE left the meeting at 11.40am).

5741 USE OF REGULATION OF INVESTIGATORY POWERS ACT (RIPA) 2000 - The Director of Service Support submitted a report providing an update to the Authority on the use of powers under the Regulation of Investigatory Powers Act (RIPA) 2000 in 2017. The report sought to assure Members that appropriate arrangements are in place should use of the powers under the Regulation of Investigatory Powers Act (RIPA) 2000 be necessary. The report indicated that the Act provided a framework for the control and supervision of investigatory powers exercised by specified public bodies, including Humberside Fire and Rescue Service, in order to balance the need to protect the privacy of individuals, particularly in light of Article 8 of the Human Rights Act 1998 - "there shall be no interference with the right to respect for private and family life except as is necessary ...". RIPA provided a statutory basis for the procedure, authorisation and use of covert surveillance, agents, informants and undercover officers and regulated the use of those techniques and safeguarded individuals from an unnecessary invasion of their privacy. In common with the vast majority of Fire and Rescue Services, Humberside had not had recourse to covert surveillance and hence the use of RIPA. That was because enforcement work is undertaken overtly and under other legislation including the Fire and Rescue Services Act 2004 and Regulatory Reform (Fire Safety) Order 2005. That said, as powers had been granted under RIPA, the Authority needed to have a framework in place should it ever need to rely on RIPA as part of any enforcement or potential enforcement activities. Part of the Codes of Practice that accompany the legislation suggested that the Fire Authority should receive a periodic report on activity. As the reporting year to the Investigatory Powers Commissioner's Office (IPCO) is January to December, it was timely to

report activity for 2017 to the Authority now. In keeping with previous years, there had been no requests for covert surveillance and no use of RIPA during 2017. A nil return had been made. The report also informed Members that in January 2015 the (then) Office of the Surveillance Commissioners undertook an assessment of arrangements for dealing with requests under RIPA. That was followed up in November 2017 when its successor body (IPCO) asked for a progress update on the earlier recommendations. While comprehensive details had been provided on the current arrangements and future areas of work, no feedback had been received at this stage and so it is unclear as to whether the IPCO will want to undertake a full inspection.

Resolved – That Members are assured appropriate arrangements are in place should use of the powers under the Regulation of Investigatory Powers Act (RIPA) 2000 be necessary.

Meeting closed at 11.44am

APPENDIX 1

APPENDIX A

**HUMBERSIDE FIRE AUTHORITY
REVENUE ESTIMATES 2018/19**

ESTIMATE SUMMARY 2.95% PRECEPT INCREASE IN 18/19 AND 19/20 THEN 1.9%

	Budget Proposal 2018/19 £	Budget Proposal 2019/20 £	Budget Proposal 2020/21 £	Budget Proposal 2021/22 £
Community Fire Safety	3,289,141	3,330,482	3,087,080	3,143,516
Fire Fighting & Rescue Operations	25,872,423	26,648,960	27,249,897	27,892,487
Management & Support Services	12,482,395	12,230,790	12,416,360	12,658,850
Corporate & Democratic Core				
Democratic Representation & Management	175,093	176,445	177,808	179,187
Corporate Management	68,472	68,855	69,242	69,633
Net Cost of Service	41,887,524	42,455,532	43,000,387	43,943,673
Interest Payable and Similar Charges	666,044	635,406	587,755	621,979
Less - Interest Receivable	(40,000)	(40,000)	(40,000)	(40,000)
Net Operating Expenditure	42,513,568	43,050,938	43,548,142	44,525,652
Amounts included in the Income & Expenditure Account but required by statute to be excluded when determining the Movement on the General Fund Balance for the year :				
Depreciation and Impairment of Fixed Assets	(1,958,844)	(1,958,844)	(1,958,844)	(1,958,844)
Grants & Contributions Deferred Amortisation	-	-	-	-
Amounts not included in the Income & Expenditure Account but required by statute to be included when determining the Movement on the General Fund Balance for the year :				
Minimum Revenue Provision	1,511,877	1,604,531	1,676,164	1,676,505
Revenue Contributions to Capital Outlay	1,000,000	1,000,000	1,000,000	1,000,000
Transfers to or from Fund Balances that are required to be taken into account when determining the Movement on the General Fund Balance				
Contribution to/(from) Earmarked Reserves	-	-	-	-
Contribution to/(from) General Reserve	(180,571)	45,764	322,639	230,926
Budget Requirement	42,886,030	43,742,389	44,588,101	45,474,239
Financed by :				
Grant Funding	17,307,189	16,822,628	16,654,402	16,487,858
Business Rates received from Local Authority	3,444,413	3,547,745	3,654,177	3,763,802
Business Rate Fund Surplus/(Deficit)	(241,628)	(50,000)	(50,000)	(50,000)
Collection Fund Surplus/(Deficit)	403,544	350,000	350,000	350,000
Precept	21,972,512	23,072,016	23,979,522	24,922,579
	42,886,030	43,742,389	44,588,101	45,474,239

HUMBERSIDE FIRE AUTHORITY
REVENUE ESTIMATES 2018/19
ESTIMATE SUMMARY 2.95% PRECEPT INCREASE IN 18/19 AND 19/20 THEN 1.9%

COMMUNITY FIRE SAFETY

	Budget Proposal 2018/19 £	Budget Proposal 2019/20 £	Budget Proposal 2020/21 £	Budget Proposal 2021/22 £
EXPENDITURE				
Employees				
Wholetime	954,015	869,158	581,844	593,480
Retained	12,302	12,548	12,799	13,055
Non-Operational	2,098,094	2,233,560	2,278,231	2,323,795
Indirect Employees	47,500	47,500	47,500	47,500
Premises				
Repairs & Maintenance	-	-	-	-
Transport				
Direct Transport Costs	2,750	2,750	2,750	2,750
Contract Hire & Operating Leases	-	-	-	-
Supplies & Services				
Equipment, Furniture & Materials	233,113	233,113	233,113	233,113
Catering	3,100	3,100	3,100	3,100
Printing, Stationery & General Office Expenses	2,457	2,457	2,457	2,457
Services	10,000	10,000	10,000	10,000
Communications & Computing	4,314	4,314	4,314	4,314
Expenses	15,150	15,150	15,150	15,150
Grants & Subscriptions	1,690	1,690	1,690	1,690
Miscellaneous	11,217	11,217	11,217	11,217
Support Services				
Management & Support Services	-	-	-	-
Non Pay Efficiency Savings	(14,190)	(22,704)	(22,704)	(22,704)
Capital Charges	10,349	10,349	10,349	10,349
Total Expenditure	<u>3,391,861</u>	<u>3,434,202</u>	<u>3,191,810</u>	<u>3,249,266</u>
INCOME				
Government Grants	-	-	-	-
Other Grants & Contributions	(2,750)	(2,750)	(2,750)	(2,750)
Customer & Client Receipts				
Fees & Charges	(99,970)	(100,970)	(101,980)	(103,000)
Total Income	<u>(102,720)</u>	<u>(103,720)</u>	<u>(104,730)</u>	<u>(105,750)</u>
Net Expenditure	<u><u>3,289,141</u></u>	<u><u>3,330,482</u></u>	<u><u>3,087,080</u></u>	<u><u>3,143,516</u></u>

**HUMBERSIDE FIRE AUTHORITY
REVENUE ESTIMATES 2018/19**

ESTIMATE SUMMARY 2.95% PRECEPT INCREASE IN 18/19 AND 19/20 THEN 1.9%

FIRE FIGHTING & RESCUE OPERATIONS

	Budget Proposal 2018/19 £	Budget Proposal 2019/20 £	Budget Proposal 2020/21 £	Budget Proposal 2021/22 £
EXPENDITURE				
Employees				
Wholetime	17,380,062	17,853,653	18,210,730	18,574,945
Retained	4,104,273	4,186,031	4,269,751	4,355,147
Control	1,106,887	1,129,025	1,151,605	1,174,638
Non-Operational	122,265	124,711	127,205	129,749
Indirect Employees	10,747	10,962	11,181	11,405
Premises				
Repairs & Maintenance	381,722	381,722	381,722	381,722
Energy Costs	376,789	399,396	423,360	448,762
Rent, Rates & Water	765,978	797,842	823,725	850,501
Transport				
Operating leases	-	-	-	-
Car Allowances & Public Transport	-	-	-	-
Supplies & Services				
Equipment, Furniture & Materials	226,417	226,417	226,417	226,417
Catering	1,150	1,150	1,150	1,150
Clothing, Uniforms & Laundry	-	-	-	-
Printing, Stationery & General Office Expenses	200	200	200	200
Services	13,000	13,000	13,000	13,000
Communications	446,312	640,312	725,312	660,312
Expenses	8,250	8,250	8,250	8,250
Grant & Subscriptions	500	500	500	500
Miscellaneous	200	200	200	200
Support Services				
Management & Support Services	-	-	-	-
Non Pay Efficiency Savings	(75,790)	(127,872)	(127,872)	(127,872)
Capital Charges	1,497,016	1,497,016	1,497,016	1,497,016
Total Expenditure	26,365,978	27,142,515	27,743,452	28,206,042
INCOME				
Government Grants	(114,000)	(114,000)	(114,000)	(114,000)
Other Grants & Contributions	(280,000)	(280,000)	(280,000)	(100,000)
Customer & Client Receipts				
Fees & Charges	-	-	-	-
Rents	(99,555)	(99,555)	(99,555)	(99,555)
Total Income	(493,555)	(493,555)	(493,555)	(313,555)
Net Expenditure	25,872,423	26,648,960	27,249,897	27,892,487

**HUMBERSIDE FIRE AUTHORITY
REVENUE ESTIMATES 2018/19
ESTIMATE SUMMARY 2.95% PRECEPT INCREASE IN 18/19 AND 19/20 THEN 1.9%**

FIRE SERVICE EMERGENCY PLANNING

EXPENDITURE

Employees

Indirect Employees	-	-	-	-
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Supplies & Services

Equipment, Furniture & Materials	-	-	-	-
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	-	-	-	-
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INCOME

Government Grants

	-	-	-	-
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Net Expenditure

	-	-	-	-
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**HUMBERSIDE FIRE AUTHORITY
REVENUE ESTIMATES 2018/19**

ESTIMATE SUMMARY 2.95% PRECEPT INCREASE IN 18/19 AND 19/20 THEN 1.9%

MANAGEMENT & SUPPORT SERVICES

	Budget Proposal 2018/19 £	Budget Proposal 2019/20 £	Budget Proposal 2020/21 £	Budget Proposal 2021/22 £
EXPENDITURE				
Employees				
Wholetime	2,568,284	2,656,219	2,709,343	2,763,531
Non-Operational	3,969,904	3,908,688	3,984,915	4,062,656
Other Pension Costs	588,359	597,806	607,442	617,271
Indirect Employees inc. Training	651,305	653,492	604,722	605,977
Employee Related Insurances	291,549	306,126	321,433	337,506
Premises				
Repairs & Maintenance	276,810	276,810	276,810	276,810
Energy	90,860	96,311	102,090	108,216
Rent, Rates & Water	306,113	320,029	333,121	346,780
Other Premises Costs	104,732	104,732	104,732	104,732
Premises Insurance	130,819	137,360	144,228	151,439
Transport				
Direct Transport Costs	1,574,840	1,615,943	1,658,358	1,702,136
Contract Hire & Operating Leases	-	-	-	-
Car Allowances & Public Transport	102,878	102,878	102,878	102,878
Transport Insurance	294,322	309,038	324,490	340,715
Supplies & Services				
Equipment, Furniture & Materials	152,848	152,848	152,848	152,848
Catering	6,548	6,548	6,548	6,548
Clothing, Uniforms & Laundry	246,353	246,353	246,353	246,353
Printing, Stationery & General Office Expenses	14,610	14,610	14,610	14,610
Services	43,241	43,241	43,241	43,241
Communications & Computing	1,122,675	972,675	972,675	972,675
Expenses	46,113	46,113	46,113	46,113
Grants & Subscriptions	27,075	27,075	27,075	27,075
Miscellaneous	37,005	37,005	37,005	37,005
Support Services				
Support Services	224,381	224,381	224,381	224,381
Capital Charges				
	451,479	451,479	451,479	451,479
Non Pay Efficiency Savings				
	(178,213)	(282,350)	(282,350)	(282,350)
Contingency				
	-	-	-	-
Total Expenditure	13,144,890	13,025,410	13,214,540	13,460,625
	Budget Proposal 2018/19 £	Budget Proposal 2019/20 £	Budget Proposal 2020/21 £	Budget Proposal 2021/22 £
INCOME				
Government Grants				
	(256,189)	(384,790)	(384,790)	(384,790)
Customer & Client Receipts				
Sales	(5,181)	(5,233)	(5,286)	(5,339)
Fees & Charges	-	-	-	-
Rents	(111)	(112)	(113)	(114)
Other Grants and Contributions	(347,087)	(350,558)	(354,064)	(357,605)
Administration & Management recharge				
Administration & Management Recharge	(53,927)	(53,927)	(53,927)	(53,927)
Total Income	(662,495)	(794,620)	(798,180)	(801,775)
Net Expenditure	12,482,395	12,230,790	12,416,360	12,658,850

HUMBERSIDE FIRE AUTHORITY
REVENUE ESTIMATES 2018/19

ESTIMATE SUMMARY 2.95% PRECEPT INCREASE IN 18/19 AND 19/20 THEN 1.9%

CORPORATE & DEMOCRATIC CORE

	Budget Proposal 2018/19 £	Budget Proposal 2019/20 £	Budget Proposal 2020/21 £	Budget Proposal 2021/22 £
DEMOCRATIC REPRESENTATION & MANAGEMENT				
EXPENDITURE				
Transport				
Public Transport	249	249	249	249
Car Allowances	4,140	4,140	4,140	4,140
Supplies & Services				
Members Allowances	126,114	127,375	128,647	129,934
Travel & Subsistence	9,001	9,092	9,183	9,275
Grants & Subscriptions	11,800	11,800	11,800	11,800
Support Services				
Support Services	-	-	-	-
Departmental Administration				
Departmental Administration	23,789	23,789	23,789	23,789
Total Expenditure	175,093	176,445	177,808	179,187

CORPORATE MANAGEMENT

EXPENDITURE				
Supplies & Services				
Audit Fees	33,001	33,331	33,664	34,001
Support Services				
Support Services	5,333	5,386	5,440	5,494
Departmental Administration				
Departmental Administration	30,138	30,138	30,138	30,138
Total Expenditure	68,472	68,855	69,242	69,633

Appendix B

HUMBERSIDE FIRE & RESCUE SERVICE
PROPOSED CAPITAL PROGRAMME
2018/19 onwards

	Proposed Budget 2018/19 £	Proposed Budget 2019/20 £	Proposed Budget 2020/21 £	Proposed Budget 2021/22 £
Buildings				
Sundry Buildings	2,353,000	1,100,000	700,000	700,000
	<u>2,353,000</u>	<u>1,100,000</u>	<u>700,000</u>	<u>700,000</u>
Information Technology				
Core Programme	675,000	675,000	600,000	575,000
	<u>675,000</u>	<u>675,000</u>	<u>600,000</u>	<u>575,000</u>
Vehicles				
Fire Appliance	460,000	230,000	-	1,610,000
Tactical Response Vehicle	-	70,000	-	-
Aerial Appliance	550,000	-	-	-
Rescue Support Unit	480,000	-	-	-
Water Support Unit	-	-	-	210,000
GP Lorry/ESU	-	-	-	180,000
Other Vehicles				
Light Vehicles	236,000	238,000	221,000	108,000
	<u>1,726,000</u>	<u>538,000</u>	<u>221,000</u>	<u>2,108,000</u>
Equipment				
Appliances	100,000	50,000	-	350,000
PPE (inc Helmets)	-	1,000,000	-	-
Other Operational Equipment	21,000	5,000	196,000	2,000
	<u>121,000</u>	<u>1,055,000</u>	<u>196,000</u>	<u>352,000</u>
	<u>4,875,000</u>	<u>3,368,000</u>	<u>1,717,000</u>	<u>3,735,000</u>
<u>Overall Financing</u>				
Loan - Other borrowing/credit arrangements	3,375,000	1,868,000	217,000	2,631,000
Capital Grant	-	-	-	-
Capital Receipts	-	-	-	-
Revenue Contributions to Capital Outlay	1,500,000	1,500,000	1,500,000	1,104,000
	<u>4,875,000</u>	<u>3,368,000</u>	<u>1,717,000</u>	<u>3,735,000</u>

Appendix C

HUMBERSIDE FIRE & RESCUE SERVICE MOVEMENT IN REVENUE RESERVES - PRECEPT 2.95%							
	As at 1 April 2017 £'000	In Year Movements £'000	Projected Balance at 31 March 2018 £'000	Revised Balance at 31 March 2019 £'000	Projected Balance at 31 March 2020 £'000	Projected Balance at 31 March 2021 £'000	Projected Balance at 31 March 2022 £'000
General Reserve*	5,373	(80)	5,293	5,112	5,158	5,481	5,712
Earmarked Reserves							
Insurance	500	-	500	500	500	500	500
Collaboration and Innovation	500	-	500	500	500	500	500
Capital Programme Funding	2,104	(500)	1,604	1,104	604	104	-
Resilience	300	-	300	300	300	300	300
Income HFR Solutions	1,771	-	1,771	1,771	1,771	1,771	1,771
	<u>10,548</u>	<u>(580)</u>	<u>9,968</u>	<u>9,287</u>	<u>8,833</u>	<u>8,656</u>	<u>8,783</u>

*Surplus or Deficit on the budget is reflected in the General Reserve

Appendix D

Calculation of Precept 2.95% Increase

<u>2017/18</u>		<u>2018/19</u>
£		£
42,857,434	Net Revenue Budget	43,066,601
(102,231)	Add : Contribution to/(from) General Reserve	(180,571)
-	Contribution to/(from) Earmarked Reserves	-
<u>42,755,203</u>	Net Budget Requirement	<u>42,886,030</u>
(18,147,769)	Less : Exchequer Assistance Formula Grant	(17,307,189)
(3,261,441)	Less : Business Rates received from Local Authority	(3,444,413)
(581,487)	Less : Council tax net collection fund (surplus)/deficit	(403,544)
246,110	Less : NNDR net collection fund (surplus)/deficit	241,628
<u>21,010,616</u>	Amount to be raised from Tax	<u>21,972,512</u>
262141.19	Divided by Tax Base	266301.20
£80.15	Band D Council Tax	£82.51
1.60%	Precept Increase over Previous Year	2.95%

2018/19 Increase over -

<u>2017/18</u>	<u>Tax Band</u>	<u>2018/19</u>	<u>Year</u> £p	<u>Month</u> £p	
53.43	A	55.01	1.58	0.13	
62.34	B	64.17	1.83	0.15	
71.24	C	73.34	2.10	0.18	
80.15	D	82.51	2.36	0.20	
97.96	E	100.85	2.89	0.24	
115.77	F	119.18	3.41	0.28	
133.58	G	137.52	3.94	0.33	
160.30	H	165.02	4.72	0.39	
Collection Fund Balances £			2018/19 £	Collection Fund Balances £	Total £
176,000	East Riding of Yorkshire		9,492,421	220,000	9,712,421
298,086	Kingston upon Hull		4,953,818	58,979	5,012,797
47,392	North East Lincolnshire		3,516,114	100,557	3,616,671
60,009	North Lincolnshire		4,010,159	24,008	4,034,167
<u>626,301</u>			<u>21,972,512</u>	<u>403,544</u>	<u>22,376,056</u>

APPENDIX 2

PART 6

MEMBERS' ALLOWANCES SCHEME

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 12 February 2018 agreed that the allowances be frozen at their current level for 2018/19 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. Co-optees Allowance (per annum)	548
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
(# Includes Local Government Association and Annual Fire Conferences overnight attendances outside London.)	

Note: * Not increased by NJC since 1 April 2010

