

HUMBERSIDE FIRE AUTHORITY

12 DECEMBER 2014

PRESENT:

Representing East Riding of Yorkshire Council:

Councillors Chapman MBE, Green, Head, Hodgson, Mole, Pearson and Turner

Representing Kingston upon Hull City Council:

Councillors Clarkson, Mathieson, Quinn and Petrini

Representing North Lincolnshire Council:

Councillors Briggs (Chairperson), Marper, Swift and Waltham

Representing North East Lincolnshire Council:

Councillors Baxter, Burton and Norton

Chief Fire Officer & Chief Executive, Executive Director Service Support/Section 151 Officer, Director of Commercial Services, Director of Operations (North), Director of Operations (South) Monitoring Officer/Secretary, Committee Manager and J Prentice (KPMG) were also present.

Mr D Chapman, Mr A Smith and Mr C Vertigans (Independent Co-opted Members of the Governance, Audit and Scrutiny Committee) also attended as observers.

Apologies for absence were submitted from Councillors Moore, Thompson, Walker and Wilson.

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 the Independent Co-opted Members of the Governance, Audit and Scrutiny Committee and all other persons who were present.)

4709 DECLARATIONS OF INTEREST - There were no declarations.

4710 MINUTES – Resolved – That the minutes of the meeting of the Authority held on 24 October 2014 having been printed and circulated amongst the Members, be taken as read and correctly recorded and be signed by the Chairperson.

MATTERS ARISING

4711 Fire Death And Injury Panel - The Chairperson referred to Minute 4678 and reminded Members that at the meeting of the Authority on 24 October 2014 it had been agreed that the Group Secretaries be authorised to nominate four Elected Members (1 representative from amongst the Members appointed by each Constituent Unitary Authority) to act as a lead representative at meetings of the Fire Death and Injury Panel on the basis set out in the report submitted to that meeting. The Chairman invited the Authority to consider nominating representatives at this meeting.

Resolved – That the following Members be appointed as the lead representative for each Constituent Unitary Authority at meetings of the Fire Death and Injury Panel:

<u>Constituent Authority</u>	<u>Lead Representative</u>
East Riding of Yorkshire	Councillors Green or Pearson (1 per meeting)
Hull City Council	Councillor Thompson
North East Lincolnshire	Councillor Baxter
North Lincolnshire	Councillor Swift

4712 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.

4713 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.

4714 COMMUNICATIONS – The Monitoring Officer/Secretary stated that no communications had been received.

4715 Community Award – The Chairman reported that at a recent North Lincolnshire Council Awards Event the Humberside Fire and Rescue Service’s Annual Rescue Day at 7 Lakes Country Park, Crowle, North Lincolnshire on 12 July 2014 had won the award for the Best Community Event of the Year. Members expressed their congratulations to all who had participated in the event.

4716 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.

4717 INDUSTRIAL ACTION UPDATE - Further to Minute 4671 the Chief Fire Officer & Chief Executive updated Members with regard to the latest position on industrial action and also stated that an Early Day Motion regarding Fire Service Pensions would be debated in Parliament on 15 December 2014. The Chief Fire Officer & Chief Executive stated that he would keep Members informed of any further developments.

A Member stated that he found it difficult to answer queries by residents regarding the dispute due to the complexities of entitlements under the Firefighters’ Pension Scheme and suggested that it would be helpful to Members if they could be supplied with a summary with a couple of worked examples of typical payments. The Chief Fire Officer & Chief Executive stated that it was difficult to quote a typical payment because of the many calculation factors that had to be taken into account but nevertheless undertook to supply Members with some indicative examples.

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

(b) that Members be supplied with a brief summary note regarding pension payments under the Firefighters’ Pension Scheme.

MINUTES OF COMMITTEES

4718 Appeals Committee – Resolved – That the minutes of the Appeals Committee held on 25 November 2014 be received.

4719 Governance, Audit and Scrutiny Committee – Resolved – That the minutes of the Governance, Audit and Scrutiny Committee held on 1 December 2014 be received.

(Councillor Quinn arrived at 10.39am.)

4720 GOVERNANCE, AUDIT AND SCRUTINY COMMITTEE WORKSHOP OUTCOMES REPORT (4 SEPTEMBER 2014) - The Monitoring Officer/Secretary presented a report by Mersey Internal Audit Agency summarising the outcomes of the GAS Committee Workshop held on 4 September 2014. The report stated that the effective operation of the Governance, Audit and Scrutiny (GAS) Committee was a significant component of the Authority’s assurance arrangements in underpinning service delivery through a facilitative governance and scrutiny infrastructure. In light of the relatively new and innovative model for the Committee as an independent and non-political partner to the Authority, it was felt timely to ‘take stock’ of the GAS Committee’s current operation, its challenges and how those might

be addressed. The workshop was led by representatives from MIAA. The approach was as follows:

Setting the scene: a brief presentation and discussion on the role of the GAS Committee as an independently constituted Committee of the Authority, and the challenges faced.

Current performance and impact: discussion on the Committee's Terms of Reference regarding what currently goes well, where the Committee makes an impact and where things could be undertaken differently in order to add the most value.

Build a development plan: Exploring how the GAS Committee ensures they maximise effectiveness in partnership with the Authority and demonstrate clear and positive outcomes.

The introductory presentation and discussion had focussed on the importance of the GAS Committee's role and its relationship with the Fire Authority in context of its independent and non-political composition within a politically structured governance framework. Comments were made confirming the robust independence of Committee Members and their acknowledgement of local political issues. The Authority Chairperson attended for the first part of the workshop and emphasised the need for the Committee to go 'beyond process' to ensure value was added to the organisation. The independent Committee arrangements had been cited by Sir Ken Knight as notable practice and aligned to this the Authority anticipated close external interest in the success of the GAS Committee's constitutional model. There was general discussion around factors to facilitate committee effectiveness and the very important distinction between assurance and re-assurance - observations which were paramount in ensuring appropriate outcomes. The facilitated session used a matrix approach to examine aspects of the Committee's recently amended Terms of Reference (ToR). By de-constructing the functions from the over-arching ToR document, the specific nature of the Committee duties and the approach taken to discharging these responsibilities could be critically evaluated. The Committee's self-assessment of its key duties was summarised in Figure 1 to the report. The report included a summary of the discussions from the facilitated session in respect of the following items:

- Frequency of meetings
- Meeting administration and papers
- Attendance
- Sub Groups
- Committee Profile and Organisational Engagement
- Review of ToR.
- Committee Work plan
- Authority Reporting
- Review of specific areas

Actions generated from the workshop were summarised in the development plan at Appendix 1 to the report and, once confirmed, would be translated into an implementation plan. Some actions had already been carried out, namely:

- The restructuring of the Agenda into the format used for the Agenda for this meeting, and
- The involvement of the Chairperson of the Gas Committee in discussions regarding the Agenda beforehand.

The report concluded that the GAS Committee recognised the important role it undertakes as part of the overall governance framework of the Authority. The request to carry out the workshop reflected the Committee's attentiveness to its responsibilities and that it was committed to the continuous development of its operations as facilitated through the development plan and through future workshop sessions (with a follow-up session to be held in 6 months' time). GAS Committee Members were committed to setting the tone of

constructive challenge in order that good practice and value outcomes were demonstrable to both internal and external stakeholders. The report had previously been considered by the Governance, Audit and Scrutiny Committee on 1 December 2014 when the Committee had recommended to the Authority that the development plan set out in Appendix 1 to the report be approved (Minute 4695 refers).

Members stated that they had previously discussed the role and functions of the GAS Committee within the last year and that those discussions had led to the Authority adopting a Revised Terms of Reference for the GAS Committee which was based more on outcomes and added value, but that those revised arrangements had not yet had time to settle in. The Chairperson stated that there was a tremendous role that could be undertaken by the GAS Committee for the benefit of the Authority and encouraged Members to take the opportunity to attend meetings of the GAS Committee as observers. With regard to attendance at Elected Member Days the Authority was reminded that it had previously taken the view that there were occasions when it was considered appropriate for Elected Members to discuss emerging policy issues with no GAS Committee Members present but that there might be other occasions (such as demonstration of new vehicles/facilities and awards events) where GAS Committee Members might usefully be invited to attend and which would serve to allow the Co-opted Members an opportunity to develop their relationship with, and understanding of the role of Elected Members and also avoid possible duplication of events.

Resolved – (a) That the Authority notes the development plan set out in Appendix 1 to the report now submitted, and

(b) that the Authority agrees that more time shall be allowed for the new Terms of Reference of the GAS Committee to settle in and for the new working arrangements to evolve and that a refresh of the Committee's Terms of Reference be undertaken in a year's time.

INTERNAL AUDIT (MIAA)

4721 Internal Audit Progress Report - The Executive Director Service Support/Section 151 Officer presented a report by Mersey Internal Audit Agency (MIAA) providing an update on the delivery of the internal audit plan for 2014/15 as agreed by the Fire Authority on 25 April 2014. The Internal Audit Control Schedule attached at Appendix 1 to the report provided a strategic overview of the delivery status for agreed internal audit reviews along with the outcomes and opinion levels assigned. Full reporting on all completed activity was being delivered to the Governance, Audit and Scrutiny Committee. No lower opinion levels had been assigned to date which would have triggered full reporting to the Fire Authority. All audit assignments would be completed by the end of the financial year to allow for overall conclusions to be reflected in the Authority's Annual Governance Statement. The Executive Director Service Support/Section 151 Officer indicated that a further progress report would be submitted to the Authority in March/April 2015.

Resolved – That the internal audit progress and outcomes be noted.

EXTERNAL AUDIT (KPMG)

4722 External Audit Progress Report and Technical Update – Mr J Prentice (KPMG) submitted a report providing an overview on progress in delivering KPMG's responsibilities as external auditors. The report also highlighted the main technical issues which were currently having an impact in local government. At the end of each stage of the audit KPMG issued certain deliverables, including reports and opinions. A summary of those deliverables for the 2014/15 audit was provided in Appendix 1 to the report. Mr Prentice referred to the technical update on 'Accounting for Injury Benefits – Firefighters and Police Officers' and confirmed that any such payments had been accounted for properly in the Authority's accounts and therefore there were no issues. The report had previously been considered by the Governance, Audit and Scrutiny Committee on 1 December 2014 (Minute 4698 refers).

Resolved – That the report be noted.

4723 MANAGEMENT ACCOUNTS 2014/15 – BASED ON PERIOD ENDING 31 OCTOBER 2014 - The Executive Director Service Support/Section 151 Officer submitted a report containing the Authority's Management Accounts based on the period ending 31 October 2014. The end of year projections for the revenue budget, the capital programme, the pensions account and HFR Solutions were as follows:

<u>Category</u>	<u>2014/15 Outturn projection</u>
<u>Humberside Fire Authority</u>	
Revenue Budget	£659k underspend
Capital Programme	£8.114m expenditure against £12.056m allocation
Pensions Account	£8.445m deficit
<u>HFR Solutions</u>	
Surplus after Corporation Tax	£200k

Further detailed information was contained within the additional information published alongside the Agenda papers for this meeting on the Authority's website. The accounts had previously been submitted to the Governance, Audit and Scrutiny Committee held on 1 December 2014 (Minute 4696 refers).

Resolved – That Members take assurance from the report and the Authority's financial position based on the period ending 31 October 2014.

4724 TREASURY MANAGEMENT MID-YEAR UPDATE REPORT 2014/15 – The Executive Director Service Support/Section 151 Officer submitted a report providing an update on the Authority's treasury management activities for the first half of the financial year 2014/15. The report showed complete compliance with the Authority's Capital Expenditure and Treasury Management Prudential Indicators and also investment returns in line with the benchmark rate of return provided by Capita Asset Services. The Authority on 14 March 2014 had approved the annual Treasury Management Policy Statement and agreed a range of Prudential Indicators as set out in Appendix 1 to the report, aimed at ensuring effective treasury management and affordability of capital plans. The report ensured compliance with recommended practice as outlined in the Chartered Institute of Public Finance and Accountancy (CIFPA) Code of Practice on Treasury Management 2009 by providing Members with an update on treasury management undertaken since the beginning of the financial year and highlighting key Prudential Indicator information. During the period April to September 2014, the Authority had operated wholly within the limits approved. The report had previously been considered by the Governance, Audit and Scrutiny Committee on 1 December 2014 (Minute 4697 refers).

Resolved - (a) That Members note the treasury management activities undertaken during the first half of 2014/15 and the Prudential Indicators as outlined in paragraphs 28 and 29 and detailed in Appendix 1 to the report, and

(b) that the Prudential indicators continue to be monitored on a monthly basis and reported to Members as part of the monthly 'Management Accounts and Prudential Indicators' report.

4725 FINANCIAL PLANNING 2015/16 ONWARDS - The Executive Director Service Support/Section 151 Officer submitted a report considering the Authority's Revenue Budget for the period 2015/16 onwards. The current financial position of the Authority was sound but there would be significant challenges to that position in the medium-term. The latest position on the Authority's Revenue Budget for 2015/16 onwards was set out in Appendix 1 to the report. The key assumptions that had been incorporated into the budget were included in

Table 1 to the report. In summary, the financial projections for the next three financial years after 2014/15 were as follows:

2015/16	Balanced budget;
2016/17	£2.03m deficit;
2017/18	£3.485m deficit.

The requirement to make further efficiencies would continue into the medium-term. The report also set out the arrangements for the precept/council tax consultation for 2015/16. Appendix 2 of the report showed the information that was being used as part of the Precept/Council Tax Consultation for 2015/16. The Executive Director Service Support/Section 151 Officer stated that since the report was written the financial position had improved slightly in that the constituent Unitary Authorities had now indicated that the aggregated draft Band D equivalent council tax base for Humberside had increased over the 2014/15 level and would as a result improve the Authority’s financial position by approximately £350,000. The consultation would be web-based with articles in the local press and on social media to highlight the process. The options put forward for consideration were 0% and increases of 1% or 2%. The consultation would run for six weeks from 1 December 2014 to 12 January 2015 and the responses would be incorporated into the February 2015 budget report to Members. At the time of the meeting the local government finance settlement for 2015/16 had not been announced and when received a briefing note would be circulated before the Christmas break to cover the key headlines for Humberside Fire Authority. The report identified relevant key dates up to budget setting in February 2015.

Resolved – That Members note the report and the financial challenges for the period 2016/17 onwards and that the precept/council tax report be considered at the February 2015 Authority meeting.

4726 CAPITAL PROGRAMME 2015/16 ONWARDS – VEHICLES, ESTATES AND IT - The Executive Director Service Support/Section 151 Officer submitted a report setting out for approval the proposed capital programme for vehicles, estates and IT for 2015/16 onwards. The programme had been approved by the Corporate Management Team (CMT). The rolling programme of vehicle replacement as summarised below was continuing and the schedules for 2015/16 to 2019/20 were set out in Appendix 1 to the report:

VEHICLE REPLACEMENT PROGRAMME FOR 2015/16 TO 2019/20

	2015/16	2016/17	2017/18	2018/19	2019/20
Heavy Vehicles	-	1,400,000	2,270,000	1,400,000	1,800,000
Light vehicles	311,000	161,000	391,000	318,000	316,000
Total all vehicles	311,000	1,561,000	2,661,000	1,718,000	2,116,000

The base Estates capital programme for 2015/16 and 2016/17 were as follows:

2015/16 -	£170k – Howden rewire, extension & refurbishment £180k – Service Headquarters re-modelling £150k – Station kitchen replacement £200k – Invest to Save – Premises
Total 2015/16	<u>£700k</u>
2016/17 -	£700k – Block allocation

The ICT capital programme for 2015/16 onwards was as follows:

<u>2015/16</u>	
Replacement Programme (including Microsoft Enterprise Agreement)	£170k
Mobile and Flexible Working	£85k
Station End Equipment and Communication Channels (voice, instant messaging)	£35k
Information Systems	£30k
Total	£320k
<u>2016/17</u>	
Replacement Programme (including Microsoft Enterprise Agreement)	£180k
Mobile and Flexible Working	£35k
Station End Equipment and Communication Channels (voice, instant messaging)	£35k
Information Systems	£70k
Total	£320k

Subject to approval of the recommendations contained within the report, the net financial effect of the proposals would be incorporated into the Authority’s revenue and capital plans for 2015/16 onwards that will be presented for consideration and final approval at the Fire Authority in February 2015. The most appropriate method of financing the assets set out in the report would be determined on the basis of value for money and risk to the Authority and would be undertaken prior to the start of the financial year in liaison with the Authority’s Treasury Management advisors.

Resolved – That Members approve the capital programme for vehicles, estates and IT for 2015/16 onwards and that it be incorporated into the Medium-Term Financial Plan 2015/16 to 2017/18 that will be considered at the 16 February 2015 Fire Authority meeting.

4727 PENSION BOARDS - The Executive Director Service Support/Section 151 Officer submitted a report on the need to create a Pension Board to oversee compliance in the operation of the Firefighter Pension Scheme (FPS). The report reminded Members that the Lord Hutton Review into Public Service Pensions had reported in March 2011 and had made a series of recommendations with implementation timescales. The recommendation from the report that was most relevant to the report now submitted was Recommendation 17

“Every public service pension scheme (and individual LGPS Fund) should have a properly constituted, trained and competent Pension Board, with member nominees, responsible for meeting good standards of governance including effective and efficient administration. There should also be a pension policy group for each scheme at national level for considering major changes to scheme rules”.

The recommendations made by Lord Hutton were accepted by the Government and were then carried forward into the Public Service Pensions Act 2013 which put in place the legislative framework for the new governance arrangements for public service pension schemes. A key objective of the 2013 Act was to ensure a fair balance of risks between scheme members and the taxpayer. To achieve that, the Government had established an employer cost cap mechanism to provide backstop protection to the taxpayer and to ensure that the risks associated with pension provision are shared more fairly between employers and scheme members.

The basic structure for the new governance arrangements was outlined in guidance contained in a consultation document issued by Department for Communities and Local Government (DCLG) a copy of which was attached at Appendix 1 to the report. Appendix 2 to the report set out the response that was sent on behalf of the Authority to DCLG as part of the consultation process. The deadline for responses to the consultation was 21 November 2014 and therefore for expediency the response was discussed and agreed by the Corporate Management Team before submission.

The 'Scheme Manager' had been defined as the Fire and Rescue Authority. The Scheme Manager would be responsible for the administration of the scheme. The Act required scheme regulations to provide for the establishment of a Pension Board to assist the Scheme Manager in the following:

- secure compliance with the scheme regulations and other legislation relating to the governance and administration of the scheme;
- secure compliance with any requirements imposed by the Pension Regulator;
- in relation to any other matter specified in the scheme regulations.

Board members must:

- not have a conflict of interest (although being a member of the scheme in this instance is not seen by DCLG as a conflict of interest);
- be conversant with the rules of the scheme and any document recording policy about the administration of the scheme;
- have knowledge and understanding of the law relating to pensions and such other matters as may be prescribed.

The Pension Board must have at least four members and equal numbers of employer representatives and scheme member representatives. It would be for the Scheme Manager (HFA) to determine the Board membership, and how the members are appointed and removed from the Board. The timetable to set-up and implement a Pension Board by 1 April 2015 was extremely tight and the report identified relevant key dates. The report indicated that in terms of the immediate next steps external support would be required to develop appropriate terms of reference for the Pension Board. That work would be undertaken in January 2015 with a view to the end product coming before the Fire Authority in February/March 2015. Concurrently work was also required to ensure that the creation of the Pension Board fits inside the Fire Authority's wider governance arrangements and changes to the Constitution might be required as a result. One area that needed further thought was whether the Authority should create a separate Pensions Committee to preside over decision making on pensions issues. That would then allow employer representation on the Pensions Board to be drawn from Fire Authority Members that did not sit on the Pensions Committee thereby removing any potential conflicts of interest that might otherwise arise. The report indicated that the draft composition and terms of reference for the Pension Board and any resultant impact on the Authority's Constitution would be brought back to Members in February/March 2015.

A Member suggested that it would help Members if, following the publication of the Regulations relating to Pension Boards, the matter could be discussed at a Member Day.

Resolved – That Members note the requirement to form a Pension Board for the Firefighter Pension Scheme; that following publication of the Regulations the matter be discussed at a Member Day, and that further details be brought before Members at a subsequent Fire Authority meeting before April 2015.

4728 UPDATE ON DEVELOPMENT OF THE OPERATIONAL TRAINING INFRASTRUCTURE - The Director of Commercial Services submitted a report on the development of proposals agreed by the Authority on 16 December 2013 to improve the Service’s in-house operational training infrastructure in relation to water rescue, technical rescue, marine response and incident command (Minute 4376 refers). That approach ensured that the Service sustained its broader operational capability in a cost effective manner. The report now submitted focused on the three areas of infrastructure development:

- i. Purpose built in-house flood rescue response facility with the working title of the Ark;
- ii. Purpose built marine and Compartment Fire Behaviour Training (CFBT) facility at Immingham West Fire Station;
- iii. Service Headquarters facility
 - a. Purpose built height rescue facility at SHQ, including re-design of SHQ Stores area to provide an indoor training facility;
 - b. Relocation of Incident Command School to a bespoke facility within SHQ Stores, to include training rooms and meeting facilities;
 - c. Develop enhanced welfare and teaching facilities at SHQ.

The report outlined the current arrangements with regard to Flood Rescue Response - The Ark, Marine Response and Confined Fire Behaviour Training (CFBT), and Service Headquarters Facility (Height Rescue, Incident Command, Welfare and teaching provision). It was estimated that £155k of current annual training revenue costs will be saved by developing the Service’s training infrastructure as proposed.

<u>Facility</u>	<u>Capital Cost</u> £	<u>Annual training revenue savings</u> £
Water Response	1.2m	100k
Marine Response	360k	55k
External Height Training Rig	225k	NA
SHQ – Internal height training, welfare & Incident Command facilities.	475k	NA
Total	2.26m	155k

The developments would reduce revenue costs and also provide opportunities for income through commercial training delivery.

Resolved – That Members take assurance that all training infrastructure projects are progressing to an acceptable level within project timescales and allocated budgets.

4729 SERVICE PERFORMANCE AND RISK REPORT FOR THE 2ND QUARTER PERIOD JULY – SEPTEMBER 2014 - The Director of Operations (North) submitted a report providing information relating to the Service’s Performance and Risk Framework for the period 1 April to 30 September 2014. Attention was drawn to the new strategic risk in respect to the Emergency Services Mobile Communications Programme. The information relating to the Service’s Performance and Risk Framework was summarized in Appendix 1 to the report and highlighted in the following summary table:

<u>Section 1 – Strategic Risks</u>	
Reduction in external financial support.	No change in risk.

Emergency Services Mobile Communications Programme (ESMCP) – New Risk	ESMCP, which is being managed nationally, will replace the existing Airwave communication system with a new Emergency Services Network. The success of this is critical to the Service. There are additional concerns that the cost share between Government and the Authority is not yet known.
<u>Section 2 – Prevention Performance</u>	
Accidental Dwelling Fires	3.2% over the 3 year average.
Other Accidental Fires (exc. Vehicles)	21.9% below the 3 year average.
Deliberate Primary Fires	21.2% below the 3 year average.
Deliberate Secondary Fires	33.2% below the 3 year average.
Number of Automatic Fire Alarms	8.4% below the 3 year average.
Fatalities	5 fatalities against aspirational target of zero.
Injuries	16 injuries against aspirational target of zero.
<u>Section 3 – Response Performance</u>	
First engine response	7.73% better than target
Second engine response	11.26% better than target
<u>Section 4 – Projects Update</u>	
Key projects are reported in this section	On track apart from Firewatch.
<u>Section 5 – Absence Statistics</u>	
Key data is reported in this section	Worsening for WDS and non-operational, improving for RDS and Control.

Further detailed information was contained within Appendix 1 to the report and also the supplementary information published alongside the Agenda papers for this meeting on the Authority’s website. The Director of Operations (North) drew Members’ attention to Service Performance Indicator SPI 2 (Total Accidental Dwelling Fires) and explained actions being taken by the Service to address the increase in accidental dwelling fires in the East Riding Community Protection Unit area. The Director of Operations (North) stated that he had the performance figures for November 2014 which showed that the level of performance was now within target. The Director of Operations (North) also drew Members; attention to the Absence statistics and assured Members that the Authority was one of the best performing authorities. The report had previously been considered by the Governance, Audit and Scrutiny Committee on 1 December 2014 (Minute 4700 refers).

Members asked questions regarding the report which were answered by Officers.

Resolved – That the Authority takes assurance as to the Service’s proactive approach to performance and risk management and that the Authority’s thanks be conveyed to all staff involved in the performance levels achieved.

4730 HEALTH AND SAFETY REPORT FOR THE 2ND QUARTER PERIOD JULY – SEPTEMBER 2014 - The Director of Operations (North) submitted a report providing information with regard to Health and Safety for the period July to September 2014. A summary of the statistical data was set out in Appendix 1 to the report. The Health and Safety Section had received 307 responses from the Safety Cultural Survey, which equated to 26% of the entire workforce, which was a commendable return for an initial survey. The feedback and comments received were very encouraging and had provided the Service with

additional ways to ensure that the culture continues to improve over time. Some recommendations for improvement made by HFRS employees were currently in place whilst other recommendations were being evaluated. Work would be undertaken to best implement valid and reasonable suggestions. Further detailed information was contained within the supplementary information published 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 on 1 December 2014 (Minute 4702 refers).

Members asked questions regarding the report which were answered by Officers.

Resolved – That Members note the report and take assurance as to the Service's proactive approach to Health and Safety.

4731 DRAFT STRATEGIC PLAN AND INTEGRATED RISK MANAGEMENT PLAN 2015/16 - The Chief Fire Officer & Chief Executive submitted a report reminding Members that the Authority had previously approved the Integrated Risk Management Plan (IRMP) 2014-17 and the Strategic Plan 2014-17 in December 2013 following a period of consultation. In line with the Business Planning Framework both documents had undergone an annual refresh to enhance, update and reflect relevant changes. Both documents were attached at Appendix 1 to the report and had both undergone a light touch refresh with minor changes. Following the six week consultation there were no significant changes to be made. The returns for the feedback were presented in Appendix 2 to the report. Members were also reminded that the IRMP was published as a web-based document and the Appendix included was the text version. Both plans had been updated in line with any relevant changes affecting service delivery. There were no notable changes to the Service's risk profile or the strategic approach in the refresh. Both the Service's Core Values and Vision were currently under review; however there were no changes ready to be included in either the IRMP or the Strategic Plan for 2015-18.

Resolved - That Members approve the IRMP 2015-18 and Strategic Plan 2015-18 for publication.

4732 EXCLUSION OF PRESS AND PUBLIC – Resolved – That the press and public be excluded from the meeting during consideration of the following items (Minutes 4733 - 4735) on the grounds that they are likely to involve the disclosure of exempt information as defined in paragraphs 1 and 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).

4733 VEHICLE WORKSHOPS – UPDATE - The Executive Director Service Support/ Section 151 Officer submitted a report, further to Minute 4681, on progress with regard to the Vehicle Workshop facility with Humberside Police at Melton and seeking approval for the voluntary early retirement of the two employees on 31 March 2015 on the grounds of Service Efficiency. The report indicated that work on the construction of the facility and the internal fit out was now complete. Members had toured the facility as part of the 28 November 2014 Member Day and had commented on the high standard of the state-of-the-art facilities. The Chairperson sought agreement from the Authority to name the workshops joint venture company 'Emergency Services Fleet Management (Humberside) Ltd'.

Resolved – (a) That Members note the progress that has been made towards the delivery of the Joint Vehicle Workshops facility and that the Chief Fire Officer/Chief Executive be delegated to finalise the Fire Authority's input to the legal framework prior to the incorporation date (likely to be before 31 January 2015);

(b) that Members approve the voluntary early retirement of the two South Bank Mechanics as per Appendix 1 of the report on 31 March 2015;

(c) that Members record their thanks to the reception received on the tour of the facilities on 28 November 2014 and their personal thanks for the informative briefing that was given by Mike Jackson and Rob Lashley, and

(d) that the Authority agree to name the workshops joint venture company 'Emergency Services Fleet Management (Humberside) Ltd' and that this be communicated to Humberside Police.

4734 HFR SOLUTIONS' PERFORMANCE SUMMARY REPORT JULY – SEPTEMBER 2014 - The Director of Commercial Services submitted a report indicating that as agreed previously by the Authority reporting had been restructured to outline the performance of HFR Solutions operations and service delivery within each operating quarter and therefore the report now submitted covered the following four main areas of activity: Business; Training, Community, and Risk or the period July to September 2014.

Resolved – (a) That Members take assurance from the report that HFR Solutions continues to develop as a successful business, which is capable of effectively supporting Humberside Fire & Rescue Service's service delivery requirements, across both business and residential communities of the area ,and

(b) that the Authority congratulates HFR Solutions for its on-going development.

4735 SCRUTINY PROGRAMME 2014/15 – HFR SOLUTIONS -The Monitoring Officer/ Secretary submitted a report drawing attention to a report considered by the Governance, Audit and Scrutiny Committee on 1 December 2014 (attached at Appendix 1 to the report) detailing the outcomes from scrutiny undertaken by the Governance, Audit and Scrutiny Committee regarding the trading activity of HFR Solutions (Minute 4708 refers). The scrutiny undertaken had provided the GAS Committee with assurance that there had been a good level of business development, particularly bearing in mind the relatively short time that the company had been trading. A number of areas were identified that the Committee felt the Authority might want to consider when the next version of the Business Plan is brought before the Authority.

A Member suggested that that there should be an Action Plan with regard to the matters raised during the scrutiny work and leading up to the submission of the next version of the Business Plan.

Resolved – (a) That the Authority acknowledges and welcomes the scrutiny report by the Governance, Audit and Scrutiny Committee and requests that Officers prepare an Action Plan taking on board the recommendations by the GAS Committee that will feed into a refreshed Business Plan, and

(b) that the Governance, Audit and Scrutiny Committee be thanked for their work on the scrutiny report.

4736 SERVICE REDESIGN PROGRAMME – Further to Minute 4679 the Chief Fire Officer & Chief Executive informed Members that there was a display in the Museum area regarding the Service Resign Programme and that Officers were available to answer any questions they might have and encouraged Members to take the opportunity to visit the display.

Meeting closed at 11.55 am