

HUMBERSIDE FIRE AUTHORITY

13 FEBRUARY 2017

PRESENT:

Representing East Riding of Yorkshire Council:

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

Representing Kingston upon Hull City Council:

Councillors Allen, Dad, Fudge, Mathieson and Wilson

Representing North Lincolnshire Council:

Councillors Briggs (Chairperson), Grant, Sherwood and Waltham

Representing North East Lincolnshire Council:

Councillors Jackson, 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 J Prentice (KPMG) and Mr D Chapman (Chairperson of the Governance, Audit and Scrutiny Committee) were also present.

Mr J Doyle, Mr A Smith and Mrs M Thomlinson (Independent Co-opted Members of the Governance, Audit and Scrutiny Committee) also attended as observers.

Apologies for absence were submitted from Councillors Burton and Clarkson.

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

5353 DECLARATIONS OF INTEREST - There were no declarations.

5354 MINUTES – Resolved – That the minutes of the meeting of the Authority held on 9 December 2016 having been printed and circulated amongst the Members, be taken as read and correctly recorded and be signed by the Chairperson.

5355 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.

5356 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

5357 Suspension of Response to Fires At Sea Update - The Deputy Chief Fire Officer/Executive Director Service Delivery referred to Minute 5308 approving a letter to the Secretary of State for Transport and drew Members' attention to a response dated 26 January 2017 received from the Director of Maritime Operations, Maritime & Coastguard Agency (MCA) which was circulated at the meeting. The response stated that the Secretary of State had asked the Maritime and Coastguard Agency to reply on his behalf and that the Director was replying as he had responsibilities for search and rescue (SAR). The letter stated that the MCA had previously written to the Deputy Chief Fire Officer to clarify the

situation in the Humber Estuary and that -

“As you are aware the first responsibility for tackling fires on-board ships ultimately rests with ships' masters and crews, all of whom are required to be trained in basic firefighting techniques. We continue to believe that the training and familiarisation that we currently offer to your firemen is sufficient to support any work the Humberside Fire and Rescue Service (FRS) might be required do with our Coastguard SAR helicopters. And that there is no need for fire and rescue personnel to participate in helicopter flight and winch training prior to being winched to a live incident. All fire and rescue personnel have access to computer-based training that familiarises fire crews with the safety features of our new SAR aircraft, and what to do in an emergency. They are also able to undertake familiarisation training at the Coastguard helicopter bases with aircraft on the ground. I therefore see no reason to review the Ministerial decision in 2011, given the great work we continue to do with the FRS”.

The Deputy Chief Fire Officer/Executive Director Service Delivery expressed his disappointment at the response given the evidence that the Authority had submitted and stated that he proposed to respond to the letter seeking further clarification of some of the statements included in the letter and to forward a copy to the local Members of Parliament for their information and to allow them to take any further action they might consider appropriate. A further report would be submitted to a future meeting of the Authority

Resolved – That the report be received and the action proposed endorsed.

5358 Customer Service Excellence Award - The Deputy Chief Fire Officer/Executive Director Service Delivery informed Members that the Authority had just received notification that the re-validation audit for the Customer Service Excellence Award had recently taken place and that it was pleasing to report that the Award had been successfully retained for a further twelve months. A report will be submitted to the next meeting of the Authority detailing the outcomes of the audit. The Chairperson asked that Members congratulations be conveyed to those Officers involved in achieving the retention of the Award.

Resolved – That the report be received.

5359 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

5360 Pension Board – Resolved – That the minutes of the Pension Board held on 27 January 2017 be received.

5361 Governance, Audit and Scrutiny Committee - The Chairperson of the Governance, Audit and Scrutiny Committee presented the minutes of the meeting of the Committee held on 30 January 2017 and drew Members' attention to the separate report on the Agenda for this meeting on the Members' Allowances Review (Minute 5362 below refers). The Chairperson also drew Members' attention to Minute 5336 (Scrutiny Programme 2017/18 Onwards – Potential Scrutiny Topics – Discussion).

A Member referred to the report later on the Agenda for this meeting on Absence Management (Minute 5371 below refers) and suggested that the GAS Committee might monitor sickness management issues.

Resolved – That the minutes of the Governance, Audit and Scrutiny Committee held on 30 January 2017 be received.

5362 SCRUTINY PROGRAMME 2016/17 – MEMBERS’ ALLOWANCES – The Chairperson of the Governance, Audit and Scrutiny Committee referred to Minute 5337 of the GAS Committee held on 30 January 2017 and presented a joint report by the Monitoring Officer/Secretary and himself indicating that the Committee had considered a report by the Member Sub-Group (comprising Mr Vertigans (Lead Officer), Mr Doyle, Mr Smith and Mrs Thomlinson) following the scrutiny of the allowances paid to Members under the Authority’s Members’ Allowances Scheme. 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 the 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.

The Chairperson of the Authority on behalf of Members acknowledge the work done by the GAS Committee and stated that the governance of the Authority would be an item to be discussed at the next Member Day.

Resolved - That the Authority considers the recommendations of the GAS Committee when determining the scheme of Members’ Allowances for 2017/18.

(All Councillors declared a pecuniary interest in the following item (Minute 5363 – Members’ Allowances 2017/18 notwithstanding that, as indicated in the report, in 2013 the Governance, Audit and Scrutiny Committee had granted a dispensation for Members to set allowances).

5363 MEMBERS’ ALLOWANCES 2017/18 - 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. The Authority at its meeting on 15 February 2016 (Minute 5035 refers) agreed:

- (a) that the allowances be frozen at their current level for 2016/17 as set out in Appendix 1 to these minutes, and
- (b) that the Governance, Audit and Scrutiny Committee be asked to review the level of the Special Responsibility Allowance paid to the Vice Chairperson of the Fire Authority.

The current Scheme of Member Allowances, as from 1 April 2016 was set out in Appendix 1 to the report. 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 2017/18. 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. 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.

Attention was drawn to the separate report on the Agenda for this meeting on the outcomes of the scrutiny review undertaken by Governance, Audit and Scrutiny Committee (Minute 5362 above refers). The Authority at its meeting on 15 February 2016 (Minute 5035 refers) in approving the scheme of Members' Allowances for 2016/17 agreed that the Governance, Audit and Scrutiny Committee be asked to review the level of the Special Responsibility Allowance paid to the Vice Chairperson of the Fire Authority. Members were asked to have regard to the outcomes of that review when determining the scheme of Members' Allowances for 2017/18.

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.

A Member referred to the recommendations of the GAS Committee and stated that there was a need for certain Member roles to be more particularly defined, and concurred that the role of the Vice Chairperson did need looking at.

Resolved – 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.

5364 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 2015/16 financial year. The Finance Manager drew Members' attention to page 36 which indicated that the Authority was one of only 49 Authorities to have received an unqualified opinion on the accounts for 2015/16 by 31 July 2016 and expressed his thanks to the Finance Manager and the External Auditors (KPMG) for their assistance in attaining this achievement. The report had previously been considered by the Governance, Audit and Scrutiny Committee (Minute 5338 refers).

Resolved – That the report be noted.

5365 MANAGEMENT ACCOUNTS TO 31 DECEMBER 2016 - The Executive Director Service Support/Section 151 Officer submitted a report highlighting the current financial position based on information to 31 December 2016. The end of year projections for the revenue budget, the capital programme and the pensions account were as follows:

<u>Category</u>	<u>2016/17 Outturn Projection</u>
HFA	
Revenue Budget	£1.165m underspend
Capital Programme	£7.1m expenditure against £9.426m allocation
Pensions Account	£12.833m deficit

The report indicated that the remaining reporting cycle frequency for the Management Accounts for 2016/17 will be as shown in the table below:

<u>Period Ending</u>	<u>Authority Meeting</u>
28 February 2017	17 March 2017

A copy of the accounts for the period ending 30 December 2016 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 5339 refers).

Resolved – That Members take assurance from the report and the Authority’s financial position for the period ending 31 December 2016.

5366 2017/18 BUDGET AND PRECEPT AND MEDIUM-TERM FINANCIAL PLAN 2017/18 TO 2020/21

- The Executive Director Service Support/Section 151 Officer submitted a report considering the Authority’s Budget for 2017/18 onwards and also the setting of the precept for 2017/18. The report has 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 2017/18;
- The Council Tax Base figure for 2017/18, and
- The basic amount of Council Tax for 2017/18.

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 2017/18 onwards. Reports have been considered at the September, October and December 2016 meetings.

The Final Local Government Finance Settlement for 2017/18 had not been released at the time the report was written and the Executive Director Service Support/Section 151 Officer stated that as the Government had still not published the Final Settlement details any material changes will be communicated to Members as soon as possible and reported to the next meeting of the Authority on 17 March 2017. Based on the provisional settlement announced in December 2016, the key headlines were as follows:

- A £2.8m reduction in support from Government for the period 2017/18 to 2019/20;
- Council Tax Referendum threshold of 2% for Humberside Fire Authority for 2017/18.

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 2016/17. The Authority had worked very hard in anticipation of this austerity and by the close

of 2016 had delivered efficiencies over the prior recent years of circa £10.5m. 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 2016. The main examples of this were: the Council Tax Base for 2017/18; Collection Fund surplus; and the Capital Programme which was largely based on the Premises, IT and Vehicles reports for 2017/18 onwards approved at the December 2016 Fire Authority.

The decision on the 2017/18 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 2017/18 of 2% 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.
- The Authority had suffered a historic reduction in Government support over 2011/12 to 2016/17. Much had been done in anticipation of this but the fact remained that the Authority has lost £10.5m 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 2017/18 to 2019/20 of £2.8m.

The setting of the 2017/18 precept is the decision of the Fire Authority and the report presented two options for consideration:

Option 1: Freeze the 2017/18 precept at the 2016/17 level, i.e. no change. In comparison to Option 2 (see below) this course of action would result in lower funding of £1.67m over the period 2017/18 to 2020/21. Appendices A1, C1 and D1 to the report outlined the budget projections associated with Option 1.

Option 2: Increase the precept by 1.9%. This option was inside the referendum trigger of 2% and offered additional funding of £1.67m over the period 2017/18 to 2020/21 when compared to Option 1. A 1.9% increase would add £1.50 to the annual charge for a Band D council tax. Appendices A2, C2 and D2 to the report outlined the projections associated with this option.

The report also set out the outcome of a public consultation carried out from 23 November 2016 to 9 January 2017 on the council tax/precept for 2016/17 when Options of 0% and a 1.9% increase were put forward. The responses in summary were as follows:

	0%	1.9%	Total
Number of responses	18	50	68
Percentage	26%	74%	100%

Appendix E of the report set out the responses received in detail.

With regard to the Medium-Term Financial Plan 2017/18 to 2020/21 the report indicated that Members had been regularly briefed on the Authority's medium-term financial position. In broad terms the budget for 2017/18 to 2020/21 was balanced subject to:

- the delivery of £350k of efficiencies by 2018/19 and a further £150k by 2019/20;
- council tax increases of 1.9% a year in each of the years 2017/18 to 2020/21 inclusive.

The Authority's reserves consisted of the General Reserve (£5.364m at 1 April 2016) and a number of Earmarked Reserves created to meet specific areas of future expenditure (£9.764m at 1 April 2016). 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 is to again issue Management accounts will be issued to all Members and Corporate Management Team within 10 working days of 30 June, 30 September, 31 December and 28 February.

The report concluded that the Authority's budget was now in a sound position with efficiencies of £10.5m over 2011 to 2016 as a response to the reductions in grant funding from Government. This had been achieved whilst simultaneously maintaining the Authority's high response standards. Further efficiencies were required during 2017/18 in order to ensure a balanced budget for 2018/19. The work of the Service Redesign Programme were vital to achieve this with a series of workstreams underway at the moment.

Moved by Councillor Matthews and seconded by Councillor Waltham –

“That Members approve setting the 2017/18 precept at a level 1.6% higher than 2016/17 in line with the current rate of inflation”.

Moved by Councillor Wilson and seconded by Councillor Sutton as an amendment –

“That Members approve Option 2 and set the 2017/18 precept at a level 1.9% higher than 2016/17.”

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

For: 2
Against: 18

Amendment Lost

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

For: 20
Against: Nil

Motion Carried

Resolved Unanimously – That Members approve setting the 2017/18 precept at a level 1.6% higher than the 2016/17 level and approve Appendices A, B, C and D attached at Appendix 2 to these minutes.

5367 FEES AND CHARGES 2017/18 - 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 total income for the Fire Authority generated through these sources was circa £9k in 2015/16. The report outlined the Authority's Special Service and Other Charges for 2017/18 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 2016 was 1%, it was proposed that the charge be increased by 1%;

- Non staff related costs – Charges uplifted in line with the Consumer Price Index (CPI) at September 2016 which was 1%).

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 2017/18 would be increased in line with estimated local government pay award for 2017-18 of 1%. The charges were set out in Appendix B to the report. 5. A consultation on charging for events planning and attendance would be commenced in February and March 2017. The consultation will engage with key local partners and any charging mechanism agreed will be introduced during the 2017/18 financial year.

Resolved - That the revised charges shown in the Appendices A and B to the report now submitted be approved with effect from 1 April 2017.

(Mr J Prentice (KPMG) declared a non-pecuniary interest in the following item (Minute 5367) as KPMG are the Authority's current External Auditors.)

5368 EXTERNAL AUDIT APPOINTMENT – The Executive Director Service Support/ Section 151 Officer and Monitoring Officer/Secretary submitted a joint report, further to the report considered by the Authority on 23 September 2016 (Minute 5240 refers) which recommended that the Authority opt-into the Public Sector Audit Appointments (PSAA) process for the appointment of external auditors after the current arrangement ends on 31 March 2018. The report now submitted set out the progress that PSAA had made in developing their arrangements, the Authorities that had so far opted-in and also the timetable through to contract award. The Appendices to the report gave further details on the PSAA approach as follows:

Appendix 1 – Procurement Strategy - This document sets out the key milestones that will be followed and the requirement for opt-in no later than 9 March 2017.

Appendix 2 – Opt-in authorities at 19 January 2017 – This document sets out that 215 authorities had already opted-in as at 19 January 2017 (the latest figure reported at the meeting was 262). Notably in the Humberside area the Chief Constable for Humberside, the Police and Crime Commissioner for Humberside, North Lincolnshire Council and North East Lincolnshire Council had already opted-in. 14 Fire Authorities had also already opted-in.

Appendix 3 – Advisory Panel - This document outlined the members of the Advisory Panel that will act as the channel of communication with the sectors involved in the process to ensure that needs are fully understood.

The report concluded that a significant number of authorities had now opted-into the PSAA arrangements, and that the PSAA approach appears robust and should deliver competitive pricing as a result of the economies of scale from the procurement process outlined. PSAA were confident that 80%+ of all authorities in England will participate. In light of this as previously agreed, Humberside Fire Authority will notify PSAA of its formal intention to join the PSAA arrangement before the 9 March 2017 deadline.

Resolved – (a) That Members note the update report now submitted, and

(b) that formal opt-into the PSAA arrangements by Humberside Fire Authority be notified before the 9 March 2017 deadline.

EXTERNAL AUDIT (KPMG)

5369 External Audit Plan 2016/17 – Mr J Prentice (KPMG) submitted an audit plan setting out the work that the External Auditor proposed to undertake for the 2016/17 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 2017
Interim Report (if necessary)	April 2017
Report to Those Charged with Governance (ISA 260 Report)	July 2017
Annual Audit Letter	September 2017

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. The audit plan had previously been considered by the Governance, Audit and Scrutiny Committee (Minute 5344 refers).

Resolved – That the Audit Plan 2016/17 be approved.

5370 External Audit Technical Update And Progress Report – Mr J Prentice, External Audit (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 the following which were part of KPMG’s resources:

- Value of Audit – Perspectives for Government
- Chief Accountant training events
- Inspiring innovative government
- The Future of Cities
- Reimagine- Local Government

The report 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 5345 refers).

Resolved – That the report be noted.

5371 ABSENCE MANAGEMENT – PROGRESS REPORT – The Director of Human Resources submitted a report, further to Minute 5347, on the performance and progress of the management of sickness absence. The report detailed data for the current financial year up to 31 December 2016, as well as progress against target, and also described detailed plans for the professional management of absence in the short term, whilst the HR Directorate structure is being filled. The report also gave an update on progress relating to improved awareness of mental health, reducing stigma and earlier intervention and support for staff suffering mental distress. This was in the context of mental health difficulties being the highest reason for absence across the Service. At the meeting of the Authority on 21 October 2016 it was agreed that a regular report would be brought before Members with an update on the management of absence to include detailed data on absence levels by staff group, as well as development and dissemination of fair and appropriate mechanisms for the same. Table 1 below outlines the current picture with regard to actual absence and performance against target as at 31 December 2016 and shows that all staff groups had exceeded the year to date target.

Table 1

Sickness Absence	2016/17 Annual Target Per Person	Year To Date Target (annual divided by 12 x current month number)	Actual absence From 1/4/16 to 31/12/16
Staff Group			
Control	8.7	6.53	9.83
Support	10	7.50	8.36

RDS	7	5.25	5.89
WDS	7	5.25	6.01
Average	7.5	5.6	6.43

(For information the average days lost per person in 2015/16 was 8.46)

The data attached in Appendix 1 to the report described the sickness absence data by staff group, reason for absence and the split between long-term and short-term absence. The staff group who work in Control had, once again, been excluded due to the low numbers of staff, which might have revealed identity and breached data protection legislation.

With regard to areas for focus the report stated that the data in Table 1 above once again clearly showed that all staff groups were above target year to date. It was clear from the data in Appendix 1 to the report that there continued to be a significant issue relating to Mental Health/Anxiety/Depression, which remained the highest reason for absence for the Service as a whole, and for whole time and support staff. However, for retained staff, the main reason for absence continued to be Musculo-skeletal Knee and Cardiovascular Other, which, arguably, could be connected to the increasing age profile of this group of staff. The picture painted by the data had remained constant for the entire year to date. The split between long term and short term absence was once again a concern, with 79% of absence being long term in nature. This had been an on-going picture in the data and reflected a position of serious ill health difficulties for some staff members and a lack of effective intervention to either support staff back to work or to end their employment due to capability, where all other avenues had been exhausted. This was detailed by staff group in Table 2 at paragraph 13 of the report.

The report reminded Members of the plans which were in place to launch sickness absence “clinics”, which would provide an environment for managers to gain advice on a regular basis relating to sickness absence issues in their areas, with a case conference approach to discussing individual issues. This would be used as a management development tool, as well as an opportunity to improve the management of current and potential cases, and would be rolled out as a key work stream following the appointment of the HR Service Partner posts which were part of the Service Redesign Programme process and the development of the HR Directorate going forward. However, the current capacity and skill levels within the HR team were not conducive to achieving the support required by the Service to effectively manage sickness absence in the interim. A decision had been taken, therefore, to commission an external organisation to undertake the absence management work stream for a 3 month period beginning at the end of February 2017. Capsticks Human Resource Advisory team had agreed to do the work on the Authority’s behalf, which will include the complete management of sickness absence for all cases in the Service during that period, as well as a review of the roll out and efficacy of the Sickness Absence Policy and a training needs analysis of management capability in that area. An added benefit of free advice from their legal team in relation to any resulting employment cases was included in the agreement. It was planned that this work will leave a legacy for the Service of up to date case work for absence management cases, as well as a detailed plan for any required amendments to policy and management training in the future, which will then be supported and delivered by the HR Service Partners as part of the sickness absence clinic process. The detailed work plan was attached at Appendix 2 to the report, although the costs had since been amended following a renegotiation of price.

With regard to other workstreams the report indicated that the Occupational Health team had co-ordinated a piece of work with MIND and staff from across the Service and a “Blue Light Pledge” had been approved, which was signed by the Chief Fire Officer & Chief Executive at Clough Road Fire Station, Kingston upon Hull on 2 February 2017, which was “Time to Talk” day. The event was also attended by the Chairperson of the Fire Authority. The Pledge set out the Authority’s approach and priorities with regard to raising awareness of mental health issues, as well as the development of different support strategies and training for managers and staff on recognising the signs of mental distress and offering

support and direction for earlier intervention before problems become entrenched. "Blue Light Champions" will be recruited from around the Service and provided with appropriate training to support staff and offer appropriate signposting for help where required, as well as raising awareness and reducing stigma, enabling staff to ask for help earlier and access support. Included in the work was a plan to hold an internal mental health awareness conference in May 2017 to coincide with the national Mental Health Awareness week. Further detail of this event will be available to Members as the plans develop.

Resolved - (a) That Members note the content of the report now submitted;

(b) that Members take assurance from the developing plans to further develop the Service's approach to the fair and effective management of absence and the development of the reporting schedule, and

(c) that Members take further assurance from the decision to introduce an external company to manage absence as a whole across the Service, giving some interim resilience whilst the HR Directorate is fully established and trained, and providing a legacy of fully reviewed cases and a training needs analysis for managers in this regard.

5372 CHIEF FIRE OFFICERS ASSOCIATION DRAFT PEOPLE STRATEGY – The Director of Human Resources submitted a report, further to Minute 5303, indicating that in December 2016, a draft Fire and Rescue People Strategy was produced on behalf of the Chief Fire Officers Association (CFOA) by the Chief Fire Officer of Kent Fire and Rescue Service and Director of the Chief Fire Officers Association. The report laid out the current position for the Service in relation to that document for Members' views. An updated version of the strategy document now entitled "Fire and Rescue Service People Strategy" was subsequently produced and Fire and Rescue Services were asked to consider its content and provide comments and feedback, with particular reference to the action plans included with it, as they were presented as actions for the whole sector working together. Officer feedback had been collated by the Corporate Management Team (CMT) and was submitted to CFOA in early February 2017. The general themes in the CMT feedback were as follows:

- The document should be redrafted to make it clear that it is a guidance document to be used to support the development of local People Strategies appropriate to each Fire and Rescue Authority;
- There should be a further period of engagement with the sector to help develop what will be a very useful and important document;
- There are a number of areas where clarity of detail is sought;
- There should be consistent terminology agreed for use in the document, particularly in relation to duty systems and staff roles;
- There should be clarity of the status of the document, in particular in terms of the Thomas Review, as the document makes reference to it being "in response to" the Thomas Review when in actual fact that review was carried out for the Government and they are yet to publish their detailed response.

A Member referred to the recent recruitment process and the use of social media as a communication tool and queried how effective its use had been. The Director of Human Resources stated that the effectiveness of the communication process used during the recruitment process would be monitored through a Steering Group and reported back to Members.

Resolved – (a) That the Draft Strategy be received and Members take assurance from the Service's approach to responding to it, and

(b) that a report be submitted to a future meeting on the effectiveness of the communication process used in the recent firefighters recruitment process.

SERVICE REDESIGN PROGRAMME (SRP) - CONSULTATION OUTCOMES AND RECOMMENDATIONS FOR IMPLEMENTATION

5373 Strategic Estates and Facilities Management Review – The Director of Service Support submitted a report, further to Minute 5265, reminding Members that at the Authority meeting 21 October 2016 Members received a report outlining the outcome of the SRP review of Strategic Estates and Facilities Management and approved a 6 week staff consultation period for the proposed option. The proposed option was to enter into a joint arrangement with Humberside Police (HP) for the delivery of various estates functions including Strategic Estates and Facilities Management. The report outlined the consultation process and provided details regarding the outcomes of the consultation and was seeking approval to progress arrangements with Humberside Police to develop a joint Police/Fire estates function. Full details of the responses received in relation to the consultation were available in the Member Newsletter. A summary of the main areas highlighted was contained within the report.

The report reminded Members that discussions had been taking place between HP and HFRS since 2016 to explore the possibility of developing collaborative working arrangements with HP specifically around the Estates function which culminated in a joint report outlining the business case, and also exploring a number of potential delivery options. The review was limited to specific aspects of the Estates function covering: estates management, property management, planned and reactive maintenance and associated facilities management (FM) services, also capital project delivery (Strategic Estates). While a number of options were considered it was felt that a joint delivery model would undoubtedly realise the greatest benefits in terms of service provision and a joint strategic approach to the management of the estate. This approach would also align with the 'One Public Estate' agenda and look to the Government's agenda for closer working between Police and Fire Services under the recently enacted the Policing and Crime Act 2017. Critically the proposed model would enable access to additional professional support and provide much needed resilience, including resource within South Yorkshire Police (part of the existing joint HP and South Yorkshire Police Estates/FM provision). Given the relatively small size of the Service's estate the current team had limited capacity and resilience arrangements with a heavy reliance on a few key individuals and third party professional support. The report outlined a number of review outcome imperatives applied to the Strategic Estates and Facilities Management review which were critical in terms of determining the arrangements by which any future joint function will be delivered.

The objective of the consultation was to gather feedback from staff across the organisation about the proposal to enter into a joint arrangement with HP. As such, the consultation was designed to provide the Authority with information to be considered when taking a decision on the proposal. In total, 31 online survey returns were received. Responses were designed to be anonymous so no information is available about who, or what areas of the service, took part in the survey. Consultation feedback was collated independently by the SRP team and reviewed in order to establish key areas of concern to inform the decision making process. The vast majority of the feedback relating to concerns over a joint function with HP centred on three key issues identified in the report. The report set out the Service response to those issues and indicated that other than the option to continue with the current model no alternative proposals were received.

Subject to the agreement of Members to progress the proposal with Humberside Police, there would be a period of due diligence to bring the option to fruition. The key areas of activity will be as follows:

- Clarification of the governance model to be adopted including assurance on any potential procurement issues;
- Managing through any Human Resources issues arising from progressing the proposal in consultation with the appropriate Representative Bodies;

- Development of a comprehensive Service Specification (Service Level Agreement) for Estates services;
- A final implementation date of 1 October 2017 in liaison with HP, with the possibility of migrating some functions prior to this date;
- Ascertaining the impact on the proposal, if any, of the Policing and Crime Act due to be enacted in early 2017.

Resolved – (a) That Members note the content of the report now submitted and the consultation feedback received;

(b) that Members approve the proposal to progress a joint Estates function with Humberside Police and delegate authority to the Chief Fire Officer & Chief Executive to undertake the implementation, and

(c) that a further report be presented to Members detailing the proposed governance framework.

5374 Human Resources, Occupational Health and Organisational Development Review – The Director of Human Resources submitted a report, further to Minute 5317, reminding members that at the Authority meeting on 9 December 2016 Members received a report outlining the outcome of the SRP review of Human Resources, Occupational Health and Organisational Development and a draft structure for consultation. Members approved a 4 week staff consultation period for the proposal. The report now submitted outlined the consultation process, provided details regarding the outcomes of the consultation and was seeking approval to implement the final structure. The proposed final structures were attached at Appendix 1 to the report. Detailed responses to the consultation survey were available for Members in the Member Newsletter. They had not been included with the report due to the nature of some of the comments received, from which individuals could be identified.

Members were reminded that the Directorate was relatively new within the Service, only being formed with the appointment of the Director of HR in October 2016. There are 3 teams within it; Human Resources, Organisational Development and Occupational Health. The teams were in different stages of development from one another and there were a number of temporary, agency and consultancy workers within them. The review aimed to review service provision and deliver significant service improvement whilst bringing about more effective delivery of the functions of the HR Directorate, which would ultimately support the Service to deliver value for money workforce interventions. As part of the review, a survey was sent out to every member of staff asking for their views on the service provision from the teams within the Directorate. Responses to the survey were presented to the Authority at the meeting on 9 December 2016. Following the survey, an away day was held for the staff within the Directorate to start to understand the service provision which would be required, which enabled the Director of HR to develop a draft structure for consultation. The report outlined the objectives of the consultation, the responses received and the Service response to some of the issues raised.

Resolved – (a) That Members note the content of the report;

(b) that Members approve the implementation of the proposed structures for the HR Directorate, and

(c) that the efficiency and effectiveness of the structure be reviewed in 18 months' time.

5375 Corporate Planning Review - The Deputy Chief Fire Officer/Executive Director Service Delivery submitted a report, further to Minute 5319, reminding Members that at the Authority meeting of 9 December 2016 Members received a report outlining the outcome of the SRP review of Corporate Planning, including Corporate Communications, and a

proposed new structure. The option was to restructure the Corporate Planning team taking into account requirements for resilience, capacity for the workload arising from the Home Office Inspectorate, other internal and external audit processes and management arrangements for the Corporate Planning function. Members approved a 4 week staff consultation period. The report now submitted outlined the consultation process and provided details regarding the outcomes of the consultation, the Service response to issues raised and was seeking approval for the implementation of some parts of the structure that was consulted upon, but not all. This was due to consideration being given to the consultation responses which questioned the timing of finalising the structure during a period when the requirements of the upcoming Home Office inspectorate are not yet known. Those points seem valid and therefore it was proposed to review the rest of the structure when more is known. This will still enable an effective delivery model for the Corporate Planning function in the short to medium term, and any further proposals will be brought before Members at a later date, expected to be by the Autumn 2017. The report outlined the changes proposed, and the rationale for them. Detailed responses to the consultation survey were available for Members in the Member Newsletter.

Resolved – (a) That Members note the content of the report now submitted;

(b) that Members approve the recommendations described at Paragraph 7 of the report, and

(c) that a further report be submitted to the Authority in Autumn 2017 regarding the proposed structure relating specifically to the Service management of the upcoming Home Office Inspectorate process.

5376 Emergency Response Preparedness and Service Control Room Review – The Director of Emergency Response submitted a report, further to Minute 5320, reminding Members that at the Authority meeting on 9 December 2016 Members received a report outlining the outcome of the SRP review of Emergency Response Preparedness and Service Control. Members approved a 4 week staff consultation period for proposed changes to Service Control. The option was to restructure the shift based control room establishment to take account of existing and arising vacancies; the balance of staff across the four watch structure; day duty support roles and managerial responsibility for the control room. The report now submitted outlined the consultation process, provided details regarding the outcomes of the consultation and the service response thereto, and was seeking approval for the implementation of a staffing structure as set out in Appendix 1 to the report that will provide an effective delivery and support infrastructure for Service Control. The specific detail of the consultation responses was provided via the Member Newsletter.

Resolved – (a) That Members note the content of the report;

(b) that Members approve the implementation of the revised Service Control structure as outlined at Appendix 1 to the report, and

(c) that Members receive an informal update at a Member Day on the implementation of recently approved establishment changes.

5377 COLLABORATION UPDATE - The Deputy Chief Fire Officer/Executive Director Service Delivery gave a brief oral update on the following matters:

- Policing and Crime Act 2017 – The Chairperson and Chief Fire Officer/Chief Executive will be meeting the Police and Crime Commissioner for Humberside on 20 February 2017 to discuss arrangements for the attendance of the PCC at Authority meetings and any changes arising from the PCC being a voting Member, and that the governance issues will then be discussed at the Member Day on 24 February 2017.

- Members for Police Audit Committee – The Independent Co-opted Members of the Governance, Audit and Scrutiny Committee had been approached by the PCC regarding possible appointment, essentially as a stand alone arrangement.
- Existing Collaboration Work – The Deputy Chief Fire Officer/Executive Director Service Delivery referred to the following activities as examples of existing collaboration:
 - The Police/Fire Management Boards
 - The Strategic Demand Group (at Deputy Chief Officer level)
 - Police/Fire Research Project to investigate a potential model for sharing information. A report would go to the Police/Fire Board prior to submission to the Home Office by the end of March 2017.
 - Fire Investigations
 - Vehicle workshops

Resolved – That the report be noted.

Meeting closed at 12.02pm

Appendix 1

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 13 February 2017 agreed that the allowances be frozen at their current level for 2017/18 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

APPENDIX 2

Appendix 1

**HUMBERSIDE FIRE AUTHORITY
REVENUE ESTIMATES 2017/18**

**ESTIMATE SUMMARY 1.6% PRECEPT INCREASE IN 2017/18 AND
1.9% IN EACH OF THE YEARS 2018/19, 2019/20 AND 2020/21**

	Budget Proposal 2017/18 £	Budget Proposal 2018/19 £	Budget Proposal 2019/20 £	Budget Proposal 2020/21 £
Community Fire Safety	4,665,848	4,408,920	4,420,270	4,463,557
Fire Fighting & Rescue Operations	37,810,833	38,121,603	38,226,883	38,595,555
Fire Service Emergency Planning	-	-	-	-
Management & Support Services	-	-	-	-
Corporate & Democratic Core				
Democratic Representation & Management	173,756	175,093	176,445	177,808
Corporate Management	68,092	68,472	68,855	69,242
Net Cost of Service	42,718,529	42,774,088	42,892,453	43,306,162
Interest Payable and Similar Charges	613,912	577,044	616,406	638,755
Less - Interest Receivable	(80,000)	(80,000)	(80,000)	(80,000)
Net Operating Expenditure	43,252,441	43,271,132	43,428,859	43,864,917
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	(2,979,369)	(2,979,369)	(2,979,369)	(2,979,369)
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	1,584,362	1,778,795	1,787,182	1,794,705
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	(102,231)	(240,637)	186,466	314,589
Budget Requirement	42,755,203	42,829,921	43,423,138	43,994,842
Financed by :				
Grant Funding	18,147,769	17,338,598	16,974,848	16,550,477
Business Rates received from Local Authority	3,261,441	3,300,578	3,340,185	3,380,267
Business Rate Fund Surplus/(Deficit)	(246,110)	(50,000)	(50,000)	(50,000)
Collection Fund Surplus/(Deficit)	581,487	350,000	350,000	350,000
Precept	21,010,616	21,890,745	22,808,105	23,764,098
	42,755,203	42,829,921	43,423,138	43,994,842

HUMBERSIDE FIRE AUTHORITY
REVENUE ESTIMATES 2017/18
ESTIMATE SUMMARY 1.6% PRECEPT INCREASE IN 2017/18 AND
1.9% IN EACH OF THE YEARS 2018/19, 2019/20 AND 2020/21

COMMUNITY FIRE SAFETY

	Budget Proposal 2017/18 £	Budget Proposal 2018/19 £	Budget Proposal 2019/20 £	Budget Proposal 2020/21 £
EXPENDITURE				
Employees				
Wholetime	1,071,021	1,079,054	1,087,146	1,095,300
Retained	12,090	12,181	12,272	12,364
Non-uniformed	1,851,105	1,669,616	1,686,313	1,703,177
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	1,470,620	1,388,047	1,375,517	1,394,704
Non Pay Efficiency Savings	(0)	(0)	(0)	(0)
Capital Charges	31,451	31,451	31,451	31,451
Total Expenditure	<u>4,767,578</u>	<u>4,511,640</u>	<u>4,523,990</u>	<u>4,568,287</u>
INCOME				
Government Grants	-	-	-	-
Other Grants & Contributions	(2,750)	(2,750)	(2,750)	(2,750)
Customer & Client Receipts				
Fees & Charges	(98,980)	(99,970)	(100,970)	(101,980)
Total Income	<u>(101,730)</u>	<u>(102,720)</u>	<u>(103,720)</u>	<u>(104,730)</u>
Net Expenditure	<u><u>4,665,848</u></u>	<u><u>4,408,920</u></u>	<u><u>4,420,270</u></u>	<u><u>4,463,557</u></u>

**HUMBERSIDE FIRE AUTHORITY
REVENUE ESTIMATES 2017/18
ESTIMATE SUMMARY 1.6% PRECEPT INCREASE IN 2017/18 AND
1.9% IN EACH OF THE YEARS 2018/19, 2019/20 AND 2020/21**

FIRE FIGHTING & RESCUE OPERATIONS

	Budget Proposal 2017/18 £	Budget Proposal 2018/19 £	Budget Proposal 2019/20 £	Budget Proposal 2020/21 £
EXPENDITURE				
Employees				
Wholetime	17,124,235	17,232,922	17,362,194	17,492,434
Retained	4,069,729	4,100,252	4,131,004	4,161,986
Control	1,115,510	1,123,877	1,132,307	1,140,800
Non-uniformed	127,588	128,863	130,151	131,452
Indirect Employees	10,536	10,641	10,747	10,854
Premises				
Repairs & Maintenance	381,722	381,722	381,722	381,722
Energy Costs	355,461	376,789	399,396	423,360
Rent, Rates & Water	598,406	628,904	660,962	694,659
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	546,312	546,312	546,312	546,312
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	11,250,670	11,360,657	11,241,424	11,381,312
Non Pay Efficiency Savings	(0)	(0)	(0)	(0)
Capital Charges	2,344,502	2,344,502	2,344,502	2,344,502
Total Expenditure	38,174,388	38,485,158	38,590,438	38,959,110
INCOME				
Government Grants	(114,000)	(114,000)	(114,000)	(114,000)
Other Grants & Contributions	(150,000)	(150,000)	(150,000)	(150,000)
Customer & Client Receipts				
Fees & Charges	-	-	-	-
Rents	(99,555)	(99,555)	(99,555)	(99,555)
Total Income	(363,555)	(363,555)	(363,555)	(363,555)
Net Expenditure	37,810,833	38,121,603	38,226,883	38,595,555

**HUMBERSIDE FIRE AUTHORITY
REVENUE ESTIMATES 2017/18
ESTIMATE SUMMARY 1.6% PRECEPT INCREASE IN 2017/18 AND
1.9% IN EACH OF THE YEARS 2018/19, 2019/20 AND 2020/21**

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 2017/18
ESTIMATE SUMMARY 1.6% PRECEPT INCREASE IN 2017/18 AND
1.9% IN EACH OF THE YEARS 2018/19, 2019/20 AND 2020/21**

MANAGEMENT & SUPPORT SERVICES

	Budget Proposal 2017/18 £	Budget Proposal 2018/19 £	Budget Proposal 2019/20 £	Budget Proposal 2020/21 £
EXPENDITURE				
Employees				
Wholetime	2,507,916	2,523,488	2,539,168	2,554,962
Non-uniformed	3,844,259	3,629,301	3,375,816	3,408,610
Other Pension Costs	579,097	583,728	588,405	593,129
Indirect Employees inc. Training	800,141	777,473	779,828	782,207
Employee Related Insurances	253,521	266,198	279,508	293,484
Premises				
Repairs & Maintenance	251,810	251,810	251,810	251,810
Energy	85,717	90,860	96,311	102,090
Rent, Rates & Water	177,808	344,217	361,447	379,540
Other Premises Costs	104,732	104,732	104,732	104,732
Premises Insurance	113,755	119,443	125,416	131,687
Transport				
Direct Transport Costs	1,635,000	1,679,840	1,726,193	1,774,121
Contract Hire & Operating Leases	-	-	-	-
Car Allowances & Public Transport	102,878	102,878	102,878	102,878
Transport Insurance	255,932	268,729	282,165	296,273
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	932,675	932,675	932,675	932,675
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				
	603,416	603,416	603,416	603,416
Non Pay Efficiency Savings				
	0	0	0	0
Contingency				
	-	-	-	-
Total Expenditure	13,046,831	13,076,962	12,947,942	13,109,788
	Budget Proposal 2017/18 £	Budget Proposal 2018/19 £	Budget Proposal 2019/20 £	Budget Proposal 2020/21 £
INCOME				
Government Grants				
	-	-	-	-
Customer & Client Receipts				
Sales	(5,129)	(5,181)	(5,233)	(5,286)
Fees & Charges	-	-	-	-
Rents	(110)	(111)	(112)	(113)
Other Grants and Contributions	(266,375)	(269,039)	(271,729)	(274,446)
Administration & Management recharge				
Administration & Management Recharge	(12,775,217)	(12,802,631)	(12,670,868)	(12,829,943)
Total Income	(13,046,831)	(13,076,962)	(12,947,942)	(13,109,788)
Net Expenditure	-	-	-	-

**HUMBERSIDE FIRE AUTHORITY
REVENUE ESTIMATES 2017/18
ESTIMATE SUMMARY 1.6% PRECEPT INCREASE IN 2017/18 AND
1.9% IN EACH OF THE YEARS 2018/19, 2019/20 AND 2020/21**

CORPORATE & DEMOCRATIC CORE

	Budget Proposal 2017/18 £	Budget Proposal 2018/19 £	Budget Proposal 2019/20 £	Budget Proposal 2020/21 £
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	124,865	126,114	127,375	128,647
Travel & Subsistence	8,913	9,001	9,092	9,183
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	173,756	175,093	176,445	177,808

CORPORATE MANAGEMENT

EXPENDITURE				
Supplies & Services				
Audit Fees	32,674	33,001	33,331	33,664
Support Services				
Support Services	5,280	5,333	5,386	5,440
Departmental Administration				
Departmental Administration	30,138	30,138	30,138	30,138
Total Expenditure	68,092	68,472	68,855	69,242

HUMBERSIDE FIRE & RESCUE SERVICE
PROPOSED CAPITAL PROGRAMME
2017/18 onwards

Appendix B

	Proposed Budget 2017/18 £	Proposed Budget 2018/19 £	Proposed Budget 2019/20 £	Proposed Budget 2020/21 £
Buildings				
Sundry Buildings	700,000	500,000	500,000	500,000
Invest to Save	200,000	200,000	200,000	200,000
Service Headquarters	-	-	-	-
	900,000	700,000	700,000	700,000
Information Technology				
Core Programme	575,000	525,000	525,000	525,000
	575,000	525,000	525,000	525,000
Vehicles				
Fire Appliance	1,150,000	1,150,000	-	1,150,000
Tactical Response Vehicle	-	70,000	-	-
Aerial Appliance	700,000	-	-	-
Rescue Support Unit	-	-	350,000	-
Other Vehicles				
Light Vehicles	420,000	288,000	295,000	260,000
	2,270,000	1,508,000	645,000	1,410,000
Equipment				
Appliances	250,000	250,000	-	250,000
	250,000	250,000	-	250,000
	3,995,000	2,983,000	1,870,000	2,885,000
<u>Overall Financing</u>				
Loan - Other borrowing/credit arrangements	2,995,000	1,983,000	870,000	1,885,000
Capital Grant	-	-	-	-
Capital Receipts	-	-	-	-
Revenue Contributions to Capital Outlay	1,000,000	1,000,000	1,000,000	1,000,000
	3,995,000	2,983,000	1,870,000	2,885,000

Appendix C

**HUMBERSIDE FIRE & RESCUE SERVICE
MOVEMENT IN REVENUE RESERVES - PRECEPT 1.6%**

	As at 1 April 2016 £'000	In Year Movements £'000	Projected Balance at 31 March 2017 £'000	Revised Balance at 31 March 2018 £'000	Projected Balance at 31 March 2019 £'000	Projected Balance at 31 March 2020 £'000	Projected Balance at 31 March 2021 £'000
General Reserve*	5,364	1,053	6,417	6,315	6,074	6,261	6,575
Earmarked Reserves							
Insurance Reserve	500	-	500	500	500	500	500
East Coast and Hertfordshire Control	720	(720)	-	-	-	-	-
Change Management Earmarked Reserve	1,044	-	1,044	1,044	1,044	1,044	1,044
Central & Brough Fire Stations	3,502	(3,502)	-	-	-	-	-
Capital Programme	2,300	(2,300)	-	-	-	-	-
Resilience Reserve	300	-	300	300	300	300	300
Income HFR Solutions**	1,398	400	1,798	1,798	1,798	1,798	1,798
	<u>15,128</u>	<u>(5,069)</u>	<u>10,059</u>	<u>9,957</u>	<u>9,716</u>	<u>9,903</u>	<u>10,217</u>

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

**It is anticipated that there will be an in year contribution to this reserve as part of the CIC's activities in 2016/17

Appendix D

Calculation of Precept 1.6% Increase

<u>2016/17</u>		<u>2017/18</u>
£		£
43,571,876	Net Revenue Budget	42,857,434
288,205	Add : Contribution to/(from) General Reserve	(102,231)
-	Contribution to/(from) Earmarked Reserves	-
<u>43,588,800</u>	Net Budget Requirement	<u>42,755,203</u>
(19,472,113)	Less : Exchequer Assistance Formula Grant	(18,147,769)
(3,581,898)	Less : Business Rates received from Local Authority	(3,261,441)
(626,301)	Less : Council tax net collection fund (surplus)/deficit	(581,487)
14,020	Less : NNDR net collection fund (surplus)/deficit	246,110
<u>20,193,789</u>	Amount to be raised from Tax	<u>21,010,616</u>
255974.00	Divided by Tax Base	262141.19
£78.89	Band D Council Tax	£80.15
1.25%	Precept Increase over Previous Year	1.60%

<u>2016/17</u>	<u>Tax Band</u>	<u>2017/18</u>	2017/18 Increase over -	
			<u>Year</u>	<u>Month</u>
			£p	£p
52.59	A	53.43	0.84	0.07
61.36	B	62.34	0.98	0.08
70.12	C	71.24	1.12	0.09
78.89	D	80.15	1.26	0.11
96.42	E	97.96	1.54	0.13
113.95	F	115.77	1.82	0.15
131.48	G	133.58	2.10	0.18
157.78	H	160.30	2.52	0.21

<u>Collection Fund Balances</u>		<u>2017/18</u>	<u>Collection Fund Balances</u>	<u>Total</u>
£		£	£	£
257,000	East Riding of Yorkshire	9,078,238	176,000	9,254,238
217,514	Kingston upon Hull	4,715,866	298,086	5,013,952
29,264	North East Lincolnshire	3,357,516	47,392	3,404,908
122,523	North Lincolnshire	3,858,997	60,009	3,919,006
<u>626,301</u>		<u>21,010,616</u>	<u>581,487</u>	<u>21,592,103</u>

