

## HUMBERSIDE FIRE AUTHORITY

24 JULY 2015

### PRESENT:

#### Representing East Riding of Yorkshire Council:

Councillors Chapman MBE, Finlay, Green, Hodgson, Jefferson JP, Matthews and Turner

#### Representing Kingston upon Hull City Council:

Councillors Allen, Mathieson and Payne

#### Representing North Lincolnshire Council:

Councillors Briggs (Chairperson), Grant, Sherwood and Waltham

#### Representing North East Lincolnshire Council:

Councillors Burton, Jackson, Shepherd and Sutton

Chief Fire Officer & Chief Executive, Deputy Chief Fire Officer/Executive Director Service Delivery, Executive Director Service Support/Section 151 Officer, Monitoring Officer/Secretary and Committee Manager were also present.

Mr D Chapman, Mrs P Jackson, 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 Clarkson, Fudge, Sharpe and Wilson.

The meeting was held at the Clough Road Fire Station, 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. The Chairperson reported that Mr J Prentice (KPMG) was currently recovering at home after an operation and on behalf of Members expressed best wishes for a speedy recovery. The Chairperson also reported that Firefighter B Walmsley had recently completed the Humber Half Marathon in full firefighter kit and breathing apparatus in aid of Dove House Hospice. Members commended Firefighter Walmsley on his achievement.)*

**4900 DECLARATIONS OF INTEREST** - There were no declarations.

**4901 MINUTES – Resolved** – That the minutes of the Annual General Meeting of the Authority held on 26 June 2015 having been printed and circulated amongst the Members, be taken as read and correctly recorded and be signed by the Chairperson.

**4902 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.

**4903 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.

**4904 COMMUNICATIONS** - The Monitoring Officer/Secretary stated that no communications had been received. The Chairperson reminded Members that the meeting was being held at this venue to celebrate the formal opening of the new Clough Road Fire Station which would take place after this meeting.

**MINUTES OF COMMITTEES**

**4905 Governance, Audit and Scrutiny Committee – Resolved** – That the minutes of the Governance, Audit and Scrutiny Committee held on 13 July 2015 be received.

**4906 Pension Board – Resolved** – That the minutes of the Pension Board held on 17 July 2015 be received.

**4907 MANAGEMENT ACCOUNTS TO 30 JUNE 2015** - The Executive Director Service Support/Section 151 Officer submitted a report containing the Authority’s Management Accounts and Prudential Indicators for the period ending 30 June 2015. The summary estimated outturn position from the Management Accounts and Prudential Indicators was as follows:

- Revenue Budget - On budget
- Capital Programme - £10.493m expenditure against £12.942m allocation
- Pensions Account - £11.658m deficit

The format of the monthly Management Accounts had been streamlined and on a risk-based approach the Management Accounts for 2015/16 would follow this format on a quarterly reporting cycle as follows:

<u>Period Ending</u>	<u>Authority Meeting</u>
30 June 2015	24 July 2015
30 September 2015	23 October 2015
31 December 2015	15 February 2016
29 February 2016	18 March 2016

**Resolved** – That Members take assurance from the report and the Authority’s financial position for the period ending 30 June 2015.

**4908 HEALTH, SAFETY AND ENVIRONMENTAL REPORT FOR THE 4TH QUARTER PERIOD JANUARY – MARCH 2015** - The Deputy Chief Fire Officer & Executive Director Service Delivery submitted a report providing information with regard to Health and Safety for the period January to March 2015. The report also captured elements of the Service’s Environmental outcomes. Details of the Service’s Health, Safety and Environmental outcomes for the period 1 January to 31 March 2015 were contained in Appendices 1 and 2 of the report. The report had previously been considered by the Governance, Audit and Scrutiny Committee (Minute 4890 refers).

Queries by Members regarding aspects of the report were answered by the Deputy Chief Fire Officer & Executive Director Service Delivery. In response to a suggestion by a Member that it would be helpful in terms of identifying trends if the report included data in respect of the previous year the Deputy Chief Fire Officer & Executive Director Service Delivery undertook to incorporate the appropriate comparative data.

**Resolved** – That Members note the report and take assurance as to the Service’s proactive approach to Health, Safety and Environmental outcomes.

**4909 DRAFT ANNUAL PERFORMANCE REPORT 2014/15** - The Deputy Chief Fire Officer & Executive Director Service Delivery submitted a report indicating that the Authority publishes Annual Performance Reports which include the full performance information for the previous year. The draft report for 2014-15 was included at Appendix 1 to the report. The report incorporated detailed information covering the delivery of the Strategic Plan, a 'health check' of the Service and information relating to Preparedness, Community Safety, Business Safety, Emergency Response and Recovery. The report had previously been considered by the Governance, Audit and Scrutiny Committee (Minute 4891 refers).

Queries by Members regarding aspects of the report were answered by the Deputy Chief Fire Officer & Executive Director Service Delivery. Members identified areas of the report where they considered further explanation should be incorporated and the Deputy Chief Fire Officer & Executive Director Service Delivery undertook to make appropriate amendments to the report before it was published.

**Resolved** – (a) That Members approve the report for publication subject to the incorporation of further explanation where appropriate and take assurance from the proactive approach to performance management, and

(b) that Members commend all personnel across the Humberside Fire and Rescue Service for their contribution in reducing the number of incidents.

**4910 ANNUAL STATEMENT OF ASSURANCE 2014/15** – The Chief Fire Officer & Chief Executive submitted a report indicating that the Fire and Rescue National Framework for England (2007) set out a requirement for Fire and Rescue Authorities to provide annual assurance, based upon the Department for Communities and Local Government (DCLG) Guidance on Statements of Assurance for Fire and Rescue Authorities in England (2013), and show they have had due regard to the expectations set out in their Integrated Risk Management Plan and the requirements included in the Framework. The areas covered were financial assurance, governance assurance and operational assurance. A copy of the Annual Statement of Assurance 2014/15 was attached at Appendix 1 to the report. The report had previously been considered by the Governance, Audit and Scrutiny Committee (Minute 4889 refers).

**Resolved** – That Members approve publication of the Annual Statement of Assurance for 2014/15.

**4911 DRAFT STRATEGIC PLAN AND INTEGRATED RISK MANAGEMENT PLAN 2016-19 FOR CONSULTATION** – The Chief Fire Officer & Chief Executive submitted a report reminding Members that the Authority had previously approved the Integrated Risk Management Plan (IRMP) 2015-18 and the Strategic Plan 2015-18 in December 2014 following a 6-week period of consultation. In line with the Business Planning Framework both documents had undergone an annual refresh to enhance, update and reflect relevant changes. There were no notable changes to the Service's risk profile or the strategic approach in the refresh. Both documents were attached in draft form at Appendix 1 to the report ready for formal consultation. The IRMP was published as a web based document and the draft now submitted was the textual version. The Authority was required to conduct appropriate consultation for its plans and to consider and incorporate relevant comments into the final versions. Neither document contained any major changes in the strategic approach therefore the consultation period would be six weeks in line with Government principles for engagement and consultation. The consultation would be conducted via the Service's website on this occasion. Appropriate internal and external stakeholders will be notified that the draft plans are available for comment at [www.humbersidefire.gov.uk](http://www.humbersidefire.gov.uk). After consultation, the final versions incorporating any relevant comments received will be brought back to the Authority for approval. 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 2016/19.

Queries by Members regarding aspects of the report were answered by the Chief Fire Officer & Chief Executive. A Member referred to Section 8 of the Strategic Plan regarding the financial outlook and suggested that it would be helpful if the table included some additional explanation. The Executive Director Service Support/Section 151 Officer undertook to update that section of the report before the documents were published.

**Resolved** – That, subject to the incorporation of further explanation in Section 8 of the draft Strategic Plan, Members approve the IRMP 2016-19 and Strategic Plan 2016-19 for a six week period of website based consultation.

#### **APPOINTMENT OF REPRESENTATIVES ON OTHER BODIES**

**4912 HFR Solutions CIC – Appointment of Board Member** - The Monitoring Officer/Secretary referred to Minute 4861 of the Authority held on 26 June 2015 and reminded Members that the Board had invited the Authority to consider nominating another Member to replace Councillor Walker on the Board.

**Resolved** – That Councillor Sutton be nominated for appointment as a Board Member for HFR Solutions CIC.

**4913 Fire Death and Injury Panel** - The Monitoring Officer/Secretary referred to Minute 4678 of the Authority held on 24 October 2014 when it had been agreed to appoint one Member from each Unitary Authority area to attend meetings of the Fire Death and Injury Panel in their area.

**Resolved** - That the following Members be appointed for the period 2015/16:

East Riding of Yorkshire Council -	Councillor Green
Kingston upon Hull City Council -	Councillor Payne
North East Lincolnshire Council -	Councillor Jackson
North Lincolnshire Council -	Councillor Sherwood

**4914 EXCLUSION OF PRESS AND PUBLIC – Resolved** – That the press and public be excluded from the meeting during consideration of the following item (Minute 4915) on the grounds that it is likely to involve the disclosure of exempt information as defined in paragraphs 3 and 4 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).*

**4915 HUMAN RESOURCES REVIEW** - The Chief Fire Officer & Chief Executive submitted a report requesting that Members consider the report which was attached which was the culmination of a joint review of Human Resources (incorporating Organisational Development) within both Humberside Fire and Rescue Service (HFRS) and South Yorkshire Fire and Rescue (SYFR), presenting options for the future delivery of Human Resources (HR) services within both organisations.

A Member expressed concern that the report did not include detailed information in respect of all three options outlined in the report. Members' queries regarding aspects of the report were answered by the Chief Fire Officer & Chief Executive who assured Members that when the report comes back to the Authority it will have the full information.

**Resolved** - That Members approve the commencement of a 12 week consultation period for the three options set out in the report and attached appendices.

*Meeting closed at 11.20am*