

**HUMBERSIDE FIRE AUTHORITY  
(ANNUAL GENERAL MEETING)**

**24 MAY 2013**

**PRESENT:**

**Representing East Riding of Yorkshire Council:**

Councillors Chapman MBE, Engall, Hodgson, Ibson, Mole, Moore, Turner and Whittle

**Representing Kingston upon Hull City Council:**

Councillors Armstrong, Gemmell OBE, Mathieson, Petrini, Quinn and S. Walker

**Representing North Lincolnshire Council:**

Councillors Briggs, Vickers, Swift and Waltham

**Representing North East Lincolnshire Council:**

Councillors Baxter, Wallace, Wilson and T. Walker

Chief Fire Officer & Chief Executive, Deputy Chief Officer/Director of Operations, Secretary/Director of People, Director of Finance & Assets/Section 151 Officer and Committee Manager were also present.

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

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

**4127 NEW MEMBERS** – The Secretary/Director of People welcomed the following new Members (including those who had previously served on the Authority):

Councillors Armstrong, Petrini, Quinn, Whittle and Wilson

*(The Secretary/Director of People took the Chair for the following items (Minutes 4128 and 4129).*

**4128 DECLARATIONS OF INTEREST** - No declarations were made in connection with any of the items to be considered at the meeting.

**4129 ELECTION OF CHAIRPERSON** – The Secretary/Director of People submitted a report on the election of a Chairperson for 2013/14. Councillor Briggs was nominated and seconded.

**Resolved** - That Councillor Briggs be elected Chairperson of the Humberside Fire Authority until the Annual General Meeting of the Authority in 2014.

*(Councillor Briggs took the Chair and thanked Members for their support and welcomed new and returning Members and also the Independent Co-opted Members of the Governance, Audit and Scrutiny Committee who were present)*

**4130 ELECTION OF VICE CHAIRPERSON** - The Secretary/Director of People submitted a report on the election of a Vice Chairperson for 2013/14.

**Moved by Councillor Wallace and Seconded by Councillor Moore:**

“That Councillor T Walker be elected Vice Chairperson of the Humberside Fire Authority until the Annual Meeting of the Authority in 2014.”

**Moved by the Councillor Ibson and seconded by Councillor Mole as an amendment:**

“That Councillor Engall be elected Vice Chairperson of the Humberside Fire Authority until the Annual Meeting of the Authority in 2014.”

**Resolved** – That the voting on this item shall be by a recorded vote.

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

For: 13 (Councillors Baxter, Briggs, Chapman, Engall, Hodgson, Ibson, Mathieson, Mole, Quinn, Turner, Vickers, Waltham and Whittle)

Against: 9 (Councillors Armstrong, Gemmell, Moore, Petrini, Swift, S. Walker, T. Walker, Wallace and Wilson)

**Amendment Carried**

Upon being put to the vote the voting on the Substantive Motion was:

For: 13 (Councillors Baxter, Briggs, Chapman, Engall, Hodgson, Ibson, Mathieson, Mole, Quinn, Turner, Vickers, Waltham and Whittle)

Against: 9 (Councillors Armstrong, Gemmell, Moore, Petrini, Swift, S. Walker, T. Walker, Wallace and Wilson)

**Resolved** - That Councillor Engall be elected Vice Chairperson of the Humberside Fire Authority until the Annual Meeting of the Authority in 2014.

**4131 PETITIONS AND DEPUTATIONS** - The Secretary/Director of People stated that no petitions had been received and no requests for a deputation had been received under Rule 12, Part 4 of the Constitution.

**4132 COMMUNICATIONS** - The Secretary/Director of People stated that no communications had been received. The Chairperson reported that he had asked for the report on the review by Sir Ken Knight on the Future of the Fire Service to be emailed to all Members and suggested that a full Member Day (7 June 2013) should be set aside to discuss the report. A Member asked if there had been any announcement as to when the Government would discuss the report. The Chairperson stated that he understood it was likely to be in the Autumn but that he considered that the Fire Authority should start preparing its response. The Secretary/Director of People undertook to supply a copy of the report to any Member who had not received the email copy.

**4133 QUESTIONS BY MEMBERS** - The Secretary/Director of People stated that no questions had been received from Members in accordance with Rule 12, Part 4 of the Constitution.

**4134 COMPOSITION OF THE FIRE AUTHORITY 2013/14** - The Secretary/Director of People submitted a report on appointments to the Humberside Fire Authority made by the Constituent Authorities for the period 2013/14. An updated copy of Appendix 1, taking account of appointments made since the original report, was circulated at the meeting.

**Resolved** – (a) That the membership of the Authority for the period 2013/14 as set out below be noted:

East Riding of Yorkshire Council (8):

Councillor M Chapman MBE	(Conservative)
Councillor D Engall	(Conservative)
Councillor A Hodgson	(Conservative)
Councillor A Ibson	(Conservative)
Councillor C Mole	(Conservative)
Councillor P Turner	(Conservative)
Councillor K Moore	(Labour)
Councillor J Whittle	(Independent)

Hull City Council (6):

Councillor D Gemmell OBE	(Labour)
Councillor S Armstrong	(Labour)
Councillor S Walker	(Labour)
Councillor L Petrini	(Labour)
Councillor K Mathieson	(Liberal Democrat)
Councillor C Quinn	(Liberal Democrat)

North East Lincolnshire Council (4):

Councillor A Baxter	(Conservative)
Councillor T Walker	(Labour)
Councillor A Wallace	(Labour)
Councillor K Wilson	(Labour)

North Lincolnshire Council (4):

Councillor J Briggs	(Conservative)
Councillor R Waltham	(Conservative)
Councillor P Vickers	(Conservative)
Councillor S Swift	(Labour)

**4135 COMMITTEE STRUCTURE AND COMPOSITION 2013/14** - The Secretary/Director of People submitted a report on the committee structure adopted by the Authority as part of its Constitution and setting out a proposed Committee structure and composition in respect to 2013/14. The Authority's Constitution which took into account the matters arising from the third review of corporate governance – principally that the Fire Authority should be the sole decision making body and a Governance, Audit and Scrutiny Committee. The Authority agreed that the Committee should comprise only Independent Co-opted Members and that the Committee shall have no decision making powers. In these circumstances the rules regarding political proportionality in relation to appointments to this Committee did not apply. Other than the Governance, Audit and Scrutiny Committee the Constitution provided that should the need arise the Authority will establish an Appointments Committee (to deal with the appointment of Senior Officers and make recommendations to the Authority), and an Appeals Committee (to hear any appeal against dismissal under the current Conduct and Performance Procedure). In respect to these Committees regard shall be had to the rules on political proportionality. It was suggested that the Authority should confirm the structure of its Committees (proposed as currently adopted and set out in the Constitution) and then consider the size of each Committee. Rules of proportionality would then be applied to the allocation of the seats and Group Secretaries would then confirm with the Secretary the nominations to fill the allocated seats.

In line with discussions at the previous meeting of the Authority, it was proposed that the Governance, Audit and Scrutiny Committee should continue to comprise 8 Independent Co-opted Members. The Fire Authority at its meeting on 23 April 2013 had agreed to establish a group comprising the Chairperson and the Group Secretaries (or nominations by

the Group Secretaries) and supported by the Secretary/Director of People to begin the process to fill the vacancy on the Governance, Audit and Scrutiny Committee. In respect to the Appointments Committee the number of seats allocated in 2012/13 was 7 seats. It was recommended that the same size be approved for 2013/14. Similarly it was recommended that the Appeals Committee should comprise 3 Members. The report set out the allocations as between the respective political groups to the respective Committees. With regard to the adjustment identified in the report, the Authority was reminded that it could if it so wished simply agree the Committee allocations with no adjustments. The Committee Chairpersons would be elected at the first meeting of the relevant Committee.

**Resolved** - (a) That the Authority approves the Committee structure as set out in the report;

(b) that the size of the committees as set out below be approved:

Appointments Committee (7)	(Conservative 3, Labour 3, Liberal Democrats 1)
Appeals Committee (3)	(Conservative 1, Labour 1, Liberal Democrats 1)

(c) that the Authority approves the allocation of seats on Committees as set out in part (b) above,

(d) that the respective Group Secretaries consider the appointment of Members to each Committee (except the Governance, Audit and Scrutiny Committee) by their Groups and submit details as soon as possible to the Secretary.

*(Details of committee memberships subsequently notified to the Secretary by Group Secretaries are set out in Appendix 1 to these Minutes)*

**4136 APPOINTMENT OF GROUP SECRETARIES 2013/14 - Resolved** - That the following appointments be noted:

<b>Political Group</b>	<b>Group Secretary</b>
Conservative	Councillor Ibson
Labour	Councillor T. Walker
Liberal Democrats	Councillor Mathieson

**4137 APPOINTMENT OF MEMBER REPRESENTATIVES ON EXTERNAL BODIES –** The Secretary/Director of People submitted a report on the appointment of Member representatives, and where applicable substitutes, to external bodies for the period 2013/14. The report reminded Members that the Authority had established a trading company during early 2012 in the form of a Community Interest Company [HFR Solutions (CIC)]. The Company was a local authority controlled company comprising three Officer Directors and reporting to the Corporate Management Team and in turn accountable to the Fire Authority. There had been some previous debate around Elected Member representation on the Board of the CIC, whether in an advisory or simply observer role when it was decided that Members preferred to attend Board meetings, but not as Directors. To that end nominations were sought for two Members, one North Bank and one South Bank. As time has moved on, in discussion with Members at the March 2013 Member Day, it was decided to put the matter of Elected Member attendance to this Annual General Meeting for the Authority to clarify the role and also agree nominations as it sees fit.

A Councillor stated that he could not agree with Members attending meetings of 'HFR' Solutions as observers as he felt that Elected Members should be appointed as Directors of the company. The Secretary/Director of People advised that the role of Member observers would avoid any potential conflict. The company was accountable directly to the Authority and the Authority, through the Governance, Audit and Scrutiny Committee should regularly review its performance. While it was a matter for the Authority to determine any

representatives at the company, the Secretary/Director of People re-iterated his advice. A Member asked what sanctions the Authority had with regard to the company. The Secretary/Director of People stated that the company is a local authority controlled company, and the Fire Authority could determine the objects of the company, including its term. The company had been established under the Localism Act 2011 as a Community Interest Company. The Secretary/Director of People reminded Members that there had been a number of papers to the Authority in terms of governance and performance. A Member stated that there was a need for some transparency regarding the activities of the company. A Member requested that the Constitution and Terms of Reference of the company should be reissued to all Members. A Member reported that he had previously served as a Director of the former Regional Fire Board, and he saw no conflict or problems in exercising his role as a Member of the Fire Authority with regard to matters concerning that Board. The Deputy Chief Officer/Director of Operations stated that if it would help a report would be submitted to the next meeting of the Governance, Audit and Scrutiny Committee on 11 June 2013 on the governance arrangements of the company and that Members might wish to consider the matter further after that meeting.

**Resolved** – (a) That Member representation on Humberside Solutions (CIC) be considered further at the next meeting of the Authority, and

(b) that the following appointments be approved:

<b>Body</b>	<b>Representative(s)</b>
The Local Government Association Fire Services Forum	Chairperson (Councillor Briggs) Substitute: Vice-Chairperson (Councillor Engall)
Local Government Yorkshire and Humber (LGYH)	Chairperson (Councillor Briggs) Substitute: Vice-Chairperson (Councillor Engall)
LGYH Employers' Committee	Chairperson (Councillor Briggs)

**4138 APPOINTMENT OF NOMINATED SPOKESPERSONS FOR EACH CONSTITUENT AUTHORITY FOR 2013/14** - The Secretary/Director of People submitted a report on the appointment of a nominated spokesperson for each Constituent Authority to answer questions concerning the Fire Authority at meetings of their respective authorities.

**Resolved** - That the following nominated spokespersons be appointed for the period 2013/14:

East Riding of Yorkshire Council -	Councillor Turner
Kingston upon Hull City Council -	Councillor S. Walker
North East Lincolnshire Council -	Councillor T. Walker
North Lincolnshire Council -	Councillor Swift

**4139 CALENDAR OF MEETINGS 2013/14** - The Secretary/Director of People submitted a report outlining a proposed Calendar of Meetings for 2013/14 and stated that the dates, times and venue for meetings of the Governance, Audit and Scrutiny Committee would be considered at the next meeting of that Committee.

**Resolved** – That, subject to Governance, Audit and Scrutiny Committee determining the dates, times and venues for its meetings, the Calendar of Meetings for 2013/14 be approved as set out in Appendix 2 to these minutes.

*Meeting closed at 11.00am*



**Appendix 1**

**HUMBERSIDE FIRE AUTHORITY  
COMMITTEE COMPOSITION 2013/14**

**GOVERNANCE, AUDIT AND SCRUTINY COMMITTEE (8 Co-opted Independent Members)**

Mr M Allingham  
Mr D Chapman  
Mrs G Hardy  
Mr D Hughes  
Mr J Jepson  
Mrs M Thomlinson  
Mr C Vertigans  
(1 Vacancy)

**APPOINTMENTS COMMITTEE (7 Members)**

Conservative: Councillors Briggs, Ibson and Mole  
Labour: Councillors Gemmell, Swift and T. Walker  
Liberal Democrats: Councillor Quinn

**APPEALS COMMITTEE (3 Members)**

Conservative: Councillor Baxter  
Labour: Councillor S. Walker  
Liberal Democrats: Councillor Quinn





**Appendix 2**

**HUMBERSIDE FIRE AUTHORITY**  
**SCHEDULE OF MEETINGS 2013/14**

Ordinary meetings of the Humberside Fire Authority and its Committees during 2013/14 will be held on the dates and times set out below. Meetings are held at the Headquarters of the Humberside Fire and Rescue Service, Summergroves Way, Kingston upon Hull.

**(all Authority meetings commence formally at 10.30am)**

<b>Date</b>	<b>Meeting</b>
<b>Friday, 24 May 2013</b>	<b>HUMBERSIDE FIRE AUTHORITY AGM</b>
Friday, 7 June 2013	<i>Member Day 1</i>
Tuesday, 11 June 2013*	Governance, Audit and Scrutiny Committee
<b>Monday, 24 June 2013</b>	<b>HUMBERSIDE FIRE AUTHORITY</b>
Friday, 5 July 2013	<i>Member Day 2</i>
Monday, 15 July 2013*	Governance, Audit and Scrutiny Committee
<b>Friday, 26 July 2013</b>	<b>HUMBERSIDE FIRE AUTHORITY</b>
<b>AUGUST</b>	<b>RECESS</b>
Monday, 9 September 2013	<b>HUMBERSIDE FIRE AUTHORITY (SPECIAL MEETING)</b> <b>Followed by <i>Member Day 3</i></b>
Monday, 16 September 2013*	Governance, Audit and Scrutiny Committee
<b>Friday, 27 September 2013</b>	<b>HUMBERSIDE FIRE AUTHORITY</b>
Friday, 4 October 2013	<i>Member Day 4</i>
Monday, 14 October 2013*	Governance, Audit and Scrutiny Committee
<b>Tuesday, 29 October 2013</b>	<b>HUMBERSIDE FIRE AUTHORITY</b>
Friday, 29 November 2013	<i>Member Day 5</i>
Tuesday, 3 December 2013*	Governance, Audit and Scrutiny Committee
<b>Monday, 16 December 2013</b>	<b>HUMBERSIDE FIRE AUTHORITY</b>
Tuesday, 4 February 2014*	Governance, Audit and Scrutiny Committee
<b>Monday, 17 February 2014</b>	<b>HUMBERSIDE FIRE AUTHORITY</b>
Friday, 28 February 2014	<i>Member Day 6</i>
Monday, 3 March 2014*	Governance, Audit and Scrutiny Committee
<b>Friday, 14 March 2014</b>	<b>HUMBERSIDE FIRE AUTHORITY</b>
Monday, 14 April 2014*	Governance, Audit and Scrutiny Committee
<b>Friday, 25 April 2014</b>	<b>HUMBERSIDE FIRE AUTHORITY</b>
<b>Friday, 23 May 2014</b>	<b>HUMBERSIDE FIRE AUTHORITY AGM</b>

(\* Date, Time and Venue of Governance, Audit and Scrutiny Committee meetings to be determined by the Committee at its meeting on 11 June 2013.)

