

HUMBERSIDE FIRE AUTHORITY

28 JULY 2017

PRESENT:

Representing East Riding of Yorkshire Council:

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

Representing Kingston upon Hull City Council:

Councillors Dad and Mathieson

Representing North Lincolnshire Council:

Councillors Briggs (Chairperson), Grant and Waltham MBE

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, Director of Human Resources, Director of Public Safety, Director of Service Support, Monitoring Officer/Secretary, Committee Manager and Mr J Prentice (External Auditor (KPMG)) and Mr D Chapman (Chairperson of the Governance, Audit and Scrutiny Committee) were also present.

Mr A Smith, Mrs A Thomlinson 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 Belcher, Clarkson, Fudge, Green, Matthews, Sherwood and Wilson.

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

(The Chairperson welcomed Mr J Prentice (External Auditor (KPMG)) and the Independent Co-opted Members of the Governance, Audit and Scrutiny Committee.)

CHAIRPERSON'S ANNOUNCEMENTS

5551 Councillor R Waltham MBE – The Chairperson congratulated Councillor Waltham on his recent award of an MBE. Members also expressed their congratulations.

5552 Retirement of Chief Fire Officer & Chief Executive - The Chairperson reminded Members that this would be the last formal meeting of the Authority that Mr D Sanders, Chief Fire Officer & Chief Executive would attend. The Chairperson stated that he would wish to take this occasion to formally recognise all the work done by Mr Sanders on behalf of the Authority, the way the service has shaped up under his control and leadership, and also for setting up the Authority to face the challenges ahead. Mr Sanders thanked Members for all the support he had been given by the Authority during his period of tenure.

5553 Grenfell Towers Update – The Chairperson reminded Members that later on the Agenda was an item updating Members regarding the aftermath of the Grenfell Towers fire incident and referred to a recent television documentary which showed the involvement of the London Fire Service and its firefighters in connection with that incident. The Chairperson stated that personally he had found it very beneficial to understand what firefighters had to deal with at the incident. The Chairperson took the opportunity, on behalf of Members, to express thanks to all the Authority's firefighters for the work that they do.

5554 DECLARATIONS OF INTEREST – There were no declarations.

5555 MINUTES – Resolved - That the minutes of the meeting of the Authority held on 26 June 2017 having been printed and circulated amongst the Members, be taken as read and correctly recorded and be signed by the Chairperson.

5556 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.

5557 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

5558 Inspection of Fire and Rescue Authorities in England - The Chief Fire Officer & Chief Executive submitted letters dated 19 July 2017 from the Minister of State for Policing and the Fire Service and also Her Majesty's Chief Inspector of Constabulary with regard to the arrangements for the inspection of Fire and Rescue Authorities in England. A key element of the Government's fire reform programme was the creation of an independent inspectorate for fire and rescue authorities in England and the letters informed the Authority of the expansion of Her Majesty's Inspectorate of Constabulary (HMIC) to become this new inspectorate. In order to preserve fire and rescue's distinct identity, HMIC will re-brand as Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS). The Home Secretary had recommended that, following commencement of fire and rescue inspection provisions in the Policing and Crime Act 2017 Her Majesty's Chief Inspector of Constabulary, Sir Thomas Winsor, be appointed as Chief Fire and Rescue Inspector, and for HMIC's existing Inspectors to be appointed Fire and Rescue Inspectors in addition to their existing police inspection responsibilities.

The letter from the Minister stated that a dedicated team will be appointed to carry out fire and rescue inspections which will include expertise drawn from the fire and rescue sector. HMICFRS planned to begin recruitment immediately and the Minister welcomed the Authority's support to enable the inspectorate to attract the most suitable candidates, including those from Humberside Fire and Rescue Service. The inspectorate will consult on an inspection framework during the autumn before it is agreed by the Home Secretary and the Minister encouraged the Authority to engage in that process to shape HMICFRS' proposal. The letter stated that the response to the recent tragic Grenfell Tower fire had showcased the very best of fire and rescue services. As the dreadful event unfolded, the Minister had seen the resounding bravery and skill of the firefighters and emergency responders, and that the inspectorate will help support the continuous improvement of this critical public service and enable the Authority to become even more effective, as it is only by identifying and understanding problems that action can be taken to overcome them

The letter from Her Majesty's Chief Inspector of Constabulary indicated that over the coming months, the Inspectorate will draw on HMIC's experience of inspecting police forces to develop a framework to measure and assess the efficiency and effectiveness of the 45 fire and rescue services in England and to report to the public. Each fire and rescue service will be inspected using three criteria to establish how efficient, effective and well-led it is. All 45 fire and rescue services will be inspected over a two-year period. The first inspection reports will be published in 2018. The Inspectorate remained firmly committed to working with the service as they now turn to developing the detail of an inspection regime that promotes improvement and provides the public with a sound perspective on how well their local fire and rescue service is performing year on year. Further details would be provided on how they planned to work with the Service and ensure that it is closely involved in the development of the new fire and rescue inspection framework. HM Inspector Zoe Billingham will be acting as the senior responsible officer for fire and rescue service inspections and a schedule of events to talk to fire and rescue services and authorities was being planned.

Resolved – That the correspondence be received.

5559 Policing and Crime Act 2017 – Involvement of the Police and Crime Commissioner – Representation Model – Further to Minutes 5473 and 5479 of the meeting of the Authority on 5 June 2017 the Chief Fire Officer & Chief Executive circulated at the meeting a letter from the National Fire Chiefs Council setting out information provided by the Home Office subsequent to a number of enquiries regarding the application of the provisions of the Policing and Crime Act 2017 within different types of fire authorities:

“As you are aware, the Policing and Crime Act 2017 created a number of different governance models to support strengthening local fire and rescue governance through enabling direct involvement of the Police and Crime Commissioner (PCC). One option available to a PCC is the representation model whereby a PCC can request to become a member of their FRA with voting rights where the FRA agrees. The Government’s intention is that the representation model can apply to all FRAs. While the provisions of the representation model immediately apply to County and Metropolitan FRAs as of 3 April 2017, combined FRAs under sections 2 and 4 of the Fire and Rescue Services Act 2004 must have their combination schemes amended before this model can apply. We are, therefore, drafting secondary legislation to bring about the required change to allow a PCC to request, and the relevant FRA to consider, sitting as a member with voting rights on their FRA. In order to amend each individual FRA scheme, the Secretary of State must undertake a period of formal consultation with those affected stakeholders. We are currently discussing this with Ministers but our intention is to launch this consultation later this year. Should areas agree to amend their schemes, we will look to lay relevant statutory instrument(s) thereafter (in the autumn). The Home Office will draw the consultation to the attention of all interested parties when it is launched. In the meantime, there is no reason why a relevant combined FRA cannot invite a PCC to attend and speak at their meetings (without voting rights).”

The Chief Fire Officer & Chief Executive reminded Members that the Authority had already agreed to invite Mr K Hunter, Police and Crime Commissioner for Humberside to attend and speak at meetings of the Authority but without any voting rights pending the necessary legislative changes.

Resolved – That the report be noted.

5560 National Joint Council Pay Offer 2017 – Firefighters And Control – Circular EMP/7/17 dated 26 July 2017 – The Chief Fire Officer & Chief Executive stated that this Circular which was circulated at the meeting would be considered under Agenda Item 20 (Minute 5576 below refers).

5561 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.

5562 MEMBERSHIP OF THE PENSION BOARD 2017/18 - The Monitoring Officer/ Secretary referred to Minute 5168 of the Authority on 27 June 2016 and submitted a report reminding Members that at its meeting on 5 June 2017 the Authority received a report regarding the Committee Structure and Composition 2017/18 which reminded Members of the composition of the Pension Board and drew attention to a vacancy following the resignation of Mr D Riggall as a Scheme Member representative. In accordance with the Terms of Reference of the Pension Board as set out in Article 10A of the Constitution expressions of interest had been sought from individual Humberside Fire and Rescue Service Fire Pension Scheme members or those eligible to be members. In total 4 expressions of interest were received and considered by the Corporate Management Team who had recommended that Mr B Johnson be appointed.

Resolved – That the Authority approves the appointment of Mr B Johnson as a Scheme Member representative on the Pension Board in place of Mr D Riggall.

MINUTES OF COMMITTEES

5563 Appointments Committee - The Chairperson presented the minutes of the meeting of the Committee held on 26 June 2017. Councillor Sutton stated that he had submitted an apology for absence but that that was not recorded in the minutes.

Resolved – That subject to the omission now reported the minutes of the Appointments Committee held on 26 June 2017 be received.

5564 Pension Board – Councillor Shepherd, Chairperson of the Pension Board presented the minutes of the meeting of the Board held on 10 July 2017.

Resolved – That the minutes of the Pension Board held on 10 July 2017 be received.

5565 Governance, Audit and Scrutiny Committee – Mr D Chapman, Chairperson of the Governance, Audit and Scrutiny Committee presented the minutes of the meeting of the Committee held on 17 July 2017 and in doing so took the opportunity to express thanks on behalf of the Committee for all the support given by Mr D Sanders, Chief Fire Officer & Chief Executive to the Members of the Committee during his tenure. Mr Chapman drew Members’ attention to the following items:

- (i) Update: Matters Arising/Feedback from Fire Authority - Term of Office of Members of the Committee (Minute 5538 refers) – The Chairperson stated that the GAS Committee would expect to be consulted as discussions with the Police and Crime Commissioner regarding the future role of Committee Members develops.
- (ii) 2017/18 Scrutiny Work Programme – Anti-Fraud and Corruption – Scoping Report (Minute 5539 refers) – The Chairperson stated that the Committee had agreed the scope of the review be carried out by a Sub-Group comprising Mrs Jackson and Mr Vertigans.

The Chairperson of the Authority acknowledged the work undertaken by Members of the GAS Committee.

Resolved – That the minutes of the Governance, Audit and Scrutiny Committee held on 17 July 2017 be received.

5566 MANAGEMENT ACCOUNTS TO 30 JUNE 2017 - The Executive Director Service Support/Section 151 Officer submitted a report highlighting the current financial position based on information to 30 June 2017. The summary estimated outturn position for the current financial year based on information to 30 June 2017 was as follows:

<u>Category</u>	<u>2017/18 Outturn Projection</u>	
HFA		
Revenue Budget	£22k	underspend
Capital Programme	£7.2m	expenditure against £7.2m allocation
Pensions Account	£11.585m	deficit

The remaining reporting cycle for the Management Accounts for 2017/18 is shown in the table below:

<u>Period Ending</u>	<u>Authority Meeting</u>
30 September 2017	20 October 2017
31 December 2017	12 February 2018
28 February 2018	23 April 2018

Any significant in-year financial issues that arise between the reporting periods will be reported on an urgent basis as required. Further details on all of these areas were available electronically alongside the Agenda papers on the Fire Authority's website at www.humbersidefire.gov.uk/fire-authority.

Resolved – That Members take assurance from the report and the Authority's financial position for the period ending 30 June 2017.

5567 REPORT TO THOSE CHARGED WITH GOVERNANCE (ISA 260) 2016/17 - Mr J Prentice (KPMG) submitted a draft report summarising the key findings in relation to their 2016-17 external audit at the Authority as summarised on pages 4 –5 of the report. The report indicated that subject to all outstanding queries being resolved to their satisfaction and completion of work on pensions KPMG anticipated issuing an unqualified audit opinion on the Authority's financial statements by 31 July 2017 and that they will also report that the Authority's Annual Governance Statement complies with the guidance issued by CIPFA/SOLACE in April 2016. KPMG had identified multiple audit adjustments as detailed within page 24 of the report and, based on their work, had raised three recommendations as detailed in Appendix 1 to the report together with the Management's response to those recommendations. The report indicated that the Authority should closely monitor progress in addressing the risks, including the implementation of the recommendations which KPMG will formally follow up next year. KPMG had not identified any significant VFM risks in their External Audit Plan 2016/17 issued in February 2017 and there were no matters of any significance arising as result of their audit work. They were satisfied that external or internal scrutiny provided sufficient assurance that the Authority's current arrangements were adequate. KPMG had concluded that the Authority has made proper arrangements to ensure economy, efficiency and effectiveness in its use of resources. KPMG therefore anticipated issuing an unqualified VFM conclusion by 31 July 2017. Mr Prentice drew Members' attention to Appendix 5 to the report regarding audit fees and stated that the additional fee of £2,500 for additional work undertaken was subject to final agreement with the Executive Director Service Support & Section 151 Officer. The report had previously been considered by the Governance, Audit and Scrutiny Committee (Minute 5540 refers).

Queries by Members regarding the minor adjustments referred to on page 48 of the report and also the testing applied by KPMG with regard to what constituted an appropriate level of reserves for the Authority were answered by Mr Prentice. The Chairperson referred to the unqualified VFM conclusion and stated that some of the decisions taken by the Authority in the past reflected in that good finding.

Resolved – (a) That the content of the report be noted and that Members take assurance from the outcome of the audit, and

(b) that Members acknowledge the work undertaken by the Executive Director Service Support/Section 151 Officer, the Finance Team and KPMG in achieving the satisfactory completion of the accounts two months ahead of the statutory timescale.

5568 AUDITED STATEMENT OF ACCOUNTS FOR 2016/17 - The Executive Director Service Support/Section 151 Officer submitted a report, further to Minute 5512, presenting the audited version of the Fire Authority's Accounts for the financial year 2016/17. The audit of the Authority's 2016/17 Statement of Accounts had now been substantially completed and pleasingly again this was well in advance of the statutory deadline of 30 September. In partnership with the Authority's external auditor, KPMG, a small number of adjustments to the draft Accounts had been undertaken in order to reach the final version. These were detailed in the 'Report to those charged with governance (ISA 260) 2016/17' referred to in Minute 5567 above. The final version of the Annual Accounts was attached at Appendix 1 of this report. Members were reminded that the draft unaudited Statement of Accounts for 2016/17 had been submitted to the meeting of the Authority on 26 June 2017 (Minute 5512 refers). The external auditor, KPMG, in close liaison with the Fire Authority's Finance team, had now substantially completed the audit of the 2016/17 Statement of Accounts and supporting papers. The outturn position remained that which was reported to the 26 June

2017 meeting, a £1.095m underspend. The 'Report to those charged with governance (ISA 260) 2016/17' had given an unqualified opinion on the Authority's Accounts for 2016/17 and an unqualified value for money conclusion. Both of these aspects were extremely pleasing and showed another year of sound financial management. The report now submitted represented the final stage in the sign-off of the 2016/17 Statement of Accounts. Once approved by the Authority, the draft 'Letter of Representation' attached at Appendix 2 of the report would be duly signed and submitted to KPMG. After the Authority on 28 July 2017 the 2016/17 Accounts would be distributed to stakeholders and local libraries as well as posted on the Authority's website, to ensure information was as accessible as possible. A further notice would also be placed in the press to inform the public that the 2016/17 audit of Accounts was now closed. The report had previously been considered by the Governance, Audit and Scrutiny Committee (Minute 5541 refers).

Resolved - (a) That Members approve the audited Statement of Accounts for 2016/17 and that they are signed by the Chairperson on behalf of the Fire Authority, and

(b) that the letter of representation to KPMG as set out in Appendix 2 to the report be approved and signed by the Chairperson, the Chief Fire Officer & Chief Executive and the Executive Director Service Support/Section 151 Officer on behalf of the Authority.

5569 EFFICIENCY PLAN 2016/20 – PROGRESS UPDATE - The Executive Director Service Support/Section 151 Officer submitted a report reminding Members that the current 4-year funding settlement was awarded in return for the publication of an approved Efficiency Plan 2016-20. The uptake of the 4-year settlement and endorsement of the required Efficiency Plan was subsequently approved by Members at the Authority meeting 23 September 2016 (Minute 5241 refers). At the time of publication, a commitment was made to provide an annual progress update in the realisation of efficiencies and of our financial projections through to 2019-20. The progress update for the Efficiency Plan 2016-20 was included at Appendix 1 to the report. Members were informed at the 27 June 2016 Fire Authority meeting that the Home Office had written to Fire and Rescue Services (FRSs) setting out the 'offer' of a 4-year funding settlement in return for an approved Efficiency Plan from those FRSs that wish to be considered. A draft Efficiency Plan 2016-20 was developed for the Service which dovetailed with the underpinning Medium-Term Financial Plan and set out the efficiencies that had already been agreed and implemented by the Service and those that were anticipated for 2018/19 and 2019/20. The background information and financial data had been updated for the 2017 version, shown at Appendix 1 to the report. The Executive Director Service Support/Section 151 Officer stated that the updated Appendix was based on the Authority's current assumptions that salaries would increase at 1% and that if that level of increase were to change having regard to the recent Employers' pay offer (Minute 5576 below refers) then the data would have to be re-visited. The Efficiency Plan also provided detail regarding the Authority's commitment to work collaboratively with partners to realise further cashable and non-cashable efficiencies, particularly Humberside Police.

A query by a Member regarding the level of earmarked reserves for 2018/19 and 2019/20 shown on page 181 of the report was answered by the Executive Director Service Support/Section 151 Officer. The Chief Fire Officer & Chief Executive referred to the resilience reserve of £300,000 in case of industrial action and reminded Members that, by way of example, the last industrial action had cost the Service £1.1m.

Resolved – That Members approve the Efficiency Plan 2016-20 progress update for publication on the HFRS Website.

5570 FIRE PROCUREMENT INFORMATION PUBLISHED BY THE HOME OFFICE - UPDATE - The Executive Director Service Support/Section 151 Officer submitted a report indicating that at the December 2016 Authority meeting (Minute 5298 refers) Members had requested that the situation regarding the Home Office basket of 25 common items

purchased by Fire Services be reviewed after a further six months. The report included a summary of actions taken and outcomes to date with regard to the following items:

- Uniform Review Group
- Thermal Image Cameras
- Laptop Computers
- Pool Cars

The report concluded that HFRS fared well in the analysis of the original Home Office basket of goods exercise especially when coupled with the approach in the Service to buy good quality items wherever a sound case was made to do so. Work was ongoing in many areas and some good outcomes had been realised in terms of efficiency and cost reduction. It was anticipated that there will be a repeat of the basket of goods exercise in the near future. The Service will of course continue to support any work undertaken by the Home Office by fulfilling any subsequent requests for information. The report stated that it was worth remembering though that price is only one factor in the purchasing decision and that performance and quality are also very important in determining whole life cost. Recent events had more than ever underlined the need for the very best equipment and PPE. The Chief Fire Officer & Chief Executive stated that the Authority will not compromise on quality as demonstrated by the impact upon safety of firefighters at the recent fire explosion at a dwelling fire in Hull and also that the next review by the Home Office would look at a different basket of goods predicated on contracts and services.

A Member asked whether the Authority will receive a report back on the work undertaken by the Uniform Review Group. The Executive Director Service Support/Section 151 Officer confirmed that an update will be submitted in due course.

Resolved – (a) That Members note and take assurance that the Service is using the available information and robust procurement processes to maintain value for money, and

(b) that a progress report be submitted to a future meeting on the findings of the Uniform Review Group.

5571 DRAFT ANNUAL PERFORMANCE REPORT 2016/17 -The Deputy Chief Fire Officer/ Executive Director Service Delivery submitted a report reminding Members that the Authority publishes Annual Performance Reports which include the full performance information for the previous year. The draft report for 2016/17 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 5544 refers). The Deputy Chief Fire Officer/Executive Director Service Delivery drew Members' attention to areas of the report for 2016/17 that would need some further checking before the report is published or where it might be necessary to include a caveat regarding the data.

Questions by Members regarding various aspects of the report were answered by the Deputy Chief Fire Officer/Executive Director Service Delivery. In response to a particular query regarding the seemingly low level of attendances by the Tactical Response Vehicle (TRV) based at Waltham Fire Station the Deputy Chief Fire Officer/Executive Director Service Delivery assured Members that there was no intention to remove the vehicle due its low activity level as it was a useful resource and a good value asset. In response to a query regarding the use of the Service as First Responders for the Ambulance Service the Deputy Chief Fire Officer/Executive Director Service Delivery reported on changes to response targets introduced by the Yorkshire Ambulance Service which could result in a reduction of calls to the Fire Service in some areas although the Service will still be asked to attend cases of cardiac arrest and the Service was still performing a good service in the community. The Chief Fire Officer & Chief Executive stated that East Midlands Ambulance Service continued to be happy with the service provided by Humberside Fire and Rescue Service and they anticipated little change under their new mobilising model.

Resolved – That, subject to clarification of the areas now referred to, Members approve the report and take assurance from the proactive approach to performance management.

5572 ANNUAL STATEMENT OF ASSURANCE 2016/17 – The Monitoring Officer/Secretary presented a report by the Chief Fire Officer & Chief Executive indicating that the Fire and Rescue National Framework for England (2007) sets 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 2016/17 was attached at Appendix 1 to the report. The report had previously been considered by the Governance, Audit and Scrutiny Committee (Minute 5543 refers).

Resolved – That Members approve the publication of the Annual Statement of Assurance for 2016/17.

5573 IMMINGHAM EAST AND WEST FIRE STATIONS – UPDATE – The Deputy Chief Fire Officer/Executive Director Service Delivery presented a report by the Director of Emergency Response reminding Members that following the merger of Immingham East and West fire stations as a result of the Operational Efficiency Programme in 2016, Members approved that both fire stations are maintained open, and that the two remaining fire engines in Immingham are split between both stations at certain times of the day, dependent on operational and risk considerations. As Members were aware in the first instance Officers would implement an arrangement whereby both stations were crewed during the night, but that arrangement would be reviewed on a periodic basis. That arrangement had been reviewed on a six monthly basis and the latest review suggested that the Authority should not normally crew Immingham West fire station overnight, and that there is no impact on response standards.

Members were also aware that the recent Wholetime Firefighter recruit training course was hosted at Immingham West fire station. During that period the station was not normally covered overnight, with both engines remaining at Immingham East fire station. This enabled Officers to consider the actual impact alongside the predicted impact analysis carried out using the Fire Services Emergency Cover (FSEC) software to inform the most recent review. Therefore the review included actual impact and predicted impact and confirmed that not returning the fire engine to Immingham West station overnight would have no impact on fire cover. The report now submitted sought endorsement of the Officer plans to make the best use of the Immingham West station as a key operational asset for the Service. By way of background the report indicated that the implementation of the Operational Efficiency Programme had seen a reduction in the number of fire engines in Immingham from three to two and a merger of the two stations. The preferred location for the two engines was Immingham East which had previously only had one fire engine. Improvements to the welfare arrangements were made at the station prior to the co-location of the two fire engines. The station previously had a minimum of 5 personnel on duty which had now increased to a minimum of 9 personnel on duty. This had allowed for improved arrangements for training and had had a very positive impact on the morale of the personnel. The crews also have full access to the excellent training facilities at Immingham West and as such rotate between the stations for training purposes. Initially the two engines had been split between the stations during some parts of the shift with one engine returning to Immingham West during the night dependant on operational and risk considerations.

Wholetime Firefighter recruitment was reinstated within HFRS in 2016 following almost 10 years of absence. Prior to this the last Wholetime Firefighter training course that was managed within HFRS was in 2006 and was based at Beverley fire station. In those 10 years the use of the site at Beverley had changed significantly and as such Beverley was no

longer suitable to host the course. Therefore a new location for the training course was required. The Operational Efficiency Programme which merged the two stations at Immingham meant that one of the Immingham stations could be used to host the course. Immingham West already had significant training facilities such as a Breathing Apparatus centre, a Compartmental Fire Behaviour Training Unit and a recently commissioned Marine Firefighting Unit. The station was already used extensively by the Training Section to run Service wide courses and as such was chosen as the preferred location to host the Wholetime Firefighter training course. Members had approved additional investment at Immingham West in 2016 in advance of the Wholetime Firefighter training course in early 2017. That investment had seen significant further improvements to the site in terms of class rooms, presentation facilities and individual welfare facilities suitable to host modern residential courses. The station had now been developed into an excellent overall training facility in addition to its operational role.

Both stations in Immingham are a similar distance from the centre of population which is where the vast majority of incidents occur, essentially the stations are equidistant from incident hotspots or the area of greatest incident activity. This means that the travel distance from each station is very similar and as such the location of the fire engines at either station will not have a significant impact on fire cover. During the refurbishment and Wholetime training course the fire engines remained at Immingham East and did not return to Immingham West overnight for practical reasons. A detailed analysis of fire cover in the Immingham area was carried out by the Organisational Intelligence Unit within HFRS. The results of the analysis clearly show that the co-location of both fire engines at Immingham East has no impact on fire cover. Therefore there is currently no operational requirement for a fire engine to return to Immingham West during the night. An extract from the analysis report showing the impact on the intervention standards and life risk was included at paragraph 14 of the report. The fire station at Immingham West remains fully operational and provides officers with great flexibility and resilience in relation to operational matters. Fire engines and other specialist vehicles can be moved to the location in line with operational demand and changes in risk. Immingham West can also be used as a staging post or Strategic Holding Area for major incidents or incidents that require resources from outside of HFRS. It also provides an excellent multi-agency command location on the south bank of the Humber for major incidents. The current default multi-agency command centre for the whole Humberside area is a Police station in Hull and Immingham West Fire station provides a resilient alternative on the south bank.

The First Wholetime Firefighter training course to be completed in HFRS for 10 years was completed in May 2017 and all 20 Trainee Firefighters had now been on stations for a number of weeks. The course was a resounding success with both trainees and instructors providing very positive feedback on the excellent facilities at Immingham West. The station is now also hosting Modular On Call Firefighter training courses and Service wide general training on a weekly basis. The next Wholetime Firefighter training course is due to start in early September 2017. There is also the potential to provide training for other FRS's or run joint training courses. In addition to the HFRS training that takes place at Immingham West, the site is also being hired by external organisations as a training venue when not in use by HFRS. This is primarily HFR Solutions at the moment but has the potential for further expansion and income generation. The Authority now had a fully operational modern fire station with excellent additional training facilities that can be utilised for Firefighter initial training and provides additional operational resilience and flexibility.

Resolved – (a) That Members endorse the plan to not routinely crew Immingham West overnight, but to keep the station as an operational fire station to be used in line with operational demand and risk, including for major incidents, and

(b) that Officers review the arrangement on an annual basis and bring a report back to the Authority if there is an intention to change the normal crewing arrangements of the station.

5574 DRAFT STRATEGIC PLANNING FRAMEWORK 2018/21 FOR CONSULTATION -

The Deputy Chief Fire Officer/Executive Director Service Delivery submitted a report reminding Members that the Strategic Planning Framework was due for a three yearly refresh and seeking approval for a new Strategic Planning Framework, and in particular the Strategic Plan and Integrated Risk Management Plan (IRMP) to go for formal consultation. The Framework was designed to ensure that the Authority is well prepared to continually improve, and for meeting future expectations of the forthcoming Inspectorate for Fire and Rescue Services. The Framework was also designed so that the Authority can readily access the information they require for assurance and also monitor the performance of the Chief Fire Officer and Chief Executive and the Service as a whole

A New Strategic Planning Framework - Members were reminded that the current three year cyclical framework for the Strategic Plan and (IRMP) had been in place for a number of years and that over that period both plans had been updated in line with any relevant changes. A number of significant factors, both internal and external to the Service, now act as a catalyst for a fundamental refresh of the Authority's planning approach. Of particular relevance:

- The Policing and Crime Act 2017 and the Fire Reform Programme;
- The introduction of an Inspectorate for Fire and Rescue Services;
- The appointment of new Chief Fire Officer/Chief Executive and pending appointment of a new Deputy Chief Fire Officer.

Consideration of the current and future operating environment by the Corporate Management Team (CMT) had led to a proposed planning framework that will act as an enabler for Service improvement, create a more structured planning and performance framework in preparation for the future Inspectorate and will clearly define the Service's Public Safety and Emergency Response role, capability and wider offering within the community. The Framework will incorporate a number of strategic documents, namely:

- a) A clearly defined aims and expectations of the Authority;
- b) An overarching Strategic Plan (attached at Appendix 1 to the report);
- c) An IRMP, defined by current National Framework guidance (summary attached at Appendix 2 to the report);
- d) A Service Management Statement (SMS), defined by the Service's interpretation of current Her Majesty's Inspectorate of Constabulary (HMIC) guidance to Police;
- e) Delivery Plans to achieve Directors' objectives related to Public Safety, Emergency Response, People and Support Services;
- f) Delivery Plans to achieve the objectives related to effective management of the Service covering Finance and Corporate Services.

It was proposed that the Strategic Planning Framework will be designed for a fixed three year period, rather than a cyclical rolling plan, with a start and end date for all objectives defined within the three year period. During that period any arising new objectives will be risk and priority assessed and either incorporated into existing objectives, where capacity allows, or scheduled for adoption at an achievable date. There would still be an annual review of the framework and documents to ensure they remained current and relevant.

Strategic Plan - It was proposed to replace the current Strategic Plan format with clear aims and expectations of the Authority and a simple, overarching, single page plan included at Appendix 1 to the report. The Plan was written as concise statements of intent, encompassing:

Purpose; Outcomes; Deliverables; Objectives, and Governance.

The Plan incorporated headline strategic objectives for each Director, the Executive Director of Service Support and the Corporate Planning Manager which was underpinned by delivery planning incorporating work streams, allocated to named CMT and Tactical Management Team (TMT) managers with responsibility for delivery. The Plan will also be extended to the local/locality delivery of Directors Objectives at section and fire station level, and used to develop individual action plans, providing a clear line of sight between the Strategic Plan and local front line and support delivery.

A Member drew attention to the notation used in Appendix 1 for the objectives under 'Support Delivery'. The Deputy Chief Fire Officer/Executive Director Service Delivery undertook to review the notation.

Integrated Risk Management Plan - As Members were aware the IRMP is the living document which describes the risk in the Service area and details how the Service organises itself to manage and respond to those risks. The IRMP is an extensive document which provides in depth information on the Authority's risks and service provision. It is hosted as an electronic document on the Authority's website, and enables readers to 'drill down' into the information they require. Due to the length of the document a summary was included at Appendix 2 to the report and the consultation on this element will be online only. The whole document was available for Members to view at: <http://www.humbersidefire.gov.uk/newsroom/consultation-area>

Service Management Statement (SMS) Background - The concept for a SMS was predicated on a 'Force Management Statement' (FMS) currently being trialled by a number of Police Forces, as a pre-cursor to national introduction by HMIC during 2017. FMSs were the Police version of 'Network Management Statements', which are required in law for critical infrastructure industries, such as transport and energy, and are seen, by HMIC, as a significant part of the provision of public information defining efficiency, effectiveness and accountability. FMSs will be produced as annual statements designed to improve and streamline the information which Police Forces produce for their own management purposes, to ensure the highest practicable levels of efficiency and effectiveness; and for their accountability to local Policing bodies, the Home Office, HMIC, Police and Crime Commissioner (PCC) and other public institutions and stakeholders. Whilst no template currently exists for a Fire version of a FMS, it was reasonable to assume that they will be required in time. Information used by pilot Police Forces had been obtained and adapted for Humberside Fire and Rescue Service. A summary of the content the SMS will incorporate was set out in paragraph 18 to the report.

Scrutiny and Reporting - The report indicated that Members will continue to receive quarterly summaries of performance, by exception, against Service Level Performance Indicators (SPI) and an annual performance report. Both sets of information will be scrutinised by the Governance, Audit and Scrutiny Committee. The range of SPIs and outcome measures will be developed and refined during 2017/18. The development of the SMS is anticipated to generate detailed local/locality based activity and performance information that will be of particular interest to Members both in their HFA and Local Authority roles. The SMS will be a public document published on the HFRS Website, with any information that may compromise Service/National security or personal privacy redacted. A bi-monthly meeting of CMT and all Section Heads, focussed upon the programme management of Risk, Opportunity and Performance (including delivery against Strategic Objectives), will take place, chaired by the Chief Fire Officer.

Engagement and Consultation Planning - The Authority was required to conduct appropriate consultation for its plans and to consider incorporating relevant comments into the final versions. An engagement and consultation period of 8-weeks will be allocated, to ensure that appropriate internal and external stakeholders can be fully engaged. The intention was to offer to present the information to Local Authority Members in each constituent Authority. A draft Consultation Plan was attached at Appendix 3 to the report. The Authority should take into account the views of consultees before approving the Strategic Planning Framework 2018/21.

Resolved – (a) That Members approve the proposed Strategic Planning Framework 2018/21 for an 8-week period of formal engagement and consultation, and

(b) that Members receive a report at the December 2017 meeting detailing the outcomes of the consultation and seeking approval of the final version.

5575 NATIONAL JOINT COUNCIL IMPROVEMENT STRATEGIES ACTION PLAN – The Director of Human Resources submitted a report indicating that a working group led by the NJC had been undertaking a piece of work directly with Fire and Rescue Services (FRSs) and their employees to consider equality, diversity, cultural and behavioural issues with the purpose of developing improvement strategies to be used at a local level. A copy of Circular NJC/8/17 was attached at Appendix 1 to the report. Each Fire and Rescue Service was asked to consider the strategies and to advise the NJC of its response no later than 28 July 2017, including the areas it intends to take forward, the timescale within which it expects to do so, the improvement it expects will result (and by when) and who will take the lead from a Member perspective (the assumption being it will be the Chief Fire Officer from a senior officer perspective). The Inclusive Fire Service Group set out the following objectives for consideration:

- (a) Inclusivity should be embedded in every aspect of the Fire and Rescue Service;
- (b) There is a need for visible senior ownership and leadership – to lead by example and to ensure that local strategies and initiatives become reality on the ground, thereby embedding inclusion as the norm. Within a Service this should be at Chief Officer Level. Within a Fire Authority a specific Member of the Authority should hold the portfolio. The Chief Fire Officer & Chief Executive suggested that for this Authority this should be the Chairperson and Vice-Chairperson of the Authority;
- (c) Union involvement should be recognised as an important factor in delivering improvement, particularly in respect of peer to peer involvement;
- (d) FRS should ensure that the workplace is fit for purpose for all groups of employees including correct PPE and gender specific station and fireground facilities.

The report indicated that Members could take assurance from the detail in the response that HFRS is achieving and further developing in this area.

A Member suggested that some of the language used in the response might be tidied up and also that it would be helpful if timescales could be incorporated where appropriate. The Director of Human Resources explained that there were some limitations given the format of the response document but undertook to have a further look at the response after this meeting prior to its submission by the deadline which was today.

Resolved – (a) That, subject to a quick review as now outlined, the Fire Authority approves the HFRS submission return to the Circular NJC/8/17 as detailed in Appendix 2 to the report, and

(b) that the Chairperson and Vice-Chairperson of the Authority be designated the lead Members for Inclusivity.

5576 NATIONAL JOINT COUNCIL PAY OFFER 2017 – FIREFIGHTERS AND CONTROL – The Director of Human Resources submitted a report reminding Members that the annual pay award settlement date for employees covered by the National Joint Council for Fire and Rescue Services (NJC) is 1 July. The NJC and Middle Managers Negotiating Body met 1 June, 2017 when consideration was given to a pay claim for 2017, received from the Employees' Side. The NJC Employers' Side had consulted with Chairs and Chief Fire Officers at a number of regional meetings, including a meeting attended by the Authority's

Chairperson and the Chief Fire Officer & Chief Executive on 16 June, 2017. Whilst a consensus was reached at the meeting expressing some sympathy for a greater than 1% pay rise, there was also a majority view that this must be reflected in additional funding from Central Government. On 3 July, 2017 a pay offer was made by the NJC Employers' Side to the Employees' Side, which is not aligned to the views expressed on 16 June by the Chairs and Chief Fire Officers who expressed sympathy to an increase in pay, but stated it had to be funded by the Government. It is understood that similar views were expressed by other Chief Fire Officers and Chairs. In summary the offer was as follows:

- An immediate 2% increase on basic pay from 1 July 2017;
- A further 3% increase on basic pay from 1 April 2018, as part of the 2017 settlement (this element is subject to further discussions aimed at broadening the role of firefighters and is dependent upon financial support from Government).

Members were reminded that pay budgeting through to 2020/21 had been predicated upon consistent and implicit messages from Government regarding public sector pay awards being capped at 1%.

The report set out details of the pay claim submitted to the NJC Negotiating Body by the Employees Side and indicated that Members of the Fire Brigades Union (FBU) were being consulted regarding the Employers' pay offer prior to the Executive Council meeting on 24 July 2017 to consider the outcomes. The Executive Council had recommended to their members that the offer, in its current form, is not acceptable, and in particular:

- The proposed second stage payment must be implemented during 2017;
- The settlement of pay increases for 2018 through to 2020 must be agreed no later than the end of November 2017.

In terms of the impact of a 2% pay award the report indicated that each 1% increase in pay that is unsupported by supplementary Government funding will require additional local efficiencies of circa £250k. In order to provide clarity for employees, regarding the practical implications of a 2% pay award and examples of the scale of savings that would be required to respond to it, the following had been communicated:

- Removing 2 RDS engines or;
- Removing 9 Community Safety advocates or;
- Removing 9 administration staff.

The Director of Human Resources circulated at the meeting a copy of Circular EMP/7/17 dated 26 July 2017 indicating that the Employees' Side of the NJC had decided to reject the offer 'in its current form'. A copy of the formal response was attached at Appendix A to the Circular. In addition, the Fire Brigades Union will now instruct its members to withdraw from involvement in the work being undertaken through the trials set up under the auspices of the NJC, with effect from 24 August 2017. Whilst the Employers' Side welcome the reference to continuing discussion this is extremely disappointing on both points and the letter attached at Appendix B set that out to the Employees' Side Secretary. Also attached at Appendix C was the letter of the 17 July 2017 which is referred to within that most recent letter. The Employers' Side had asked the FBU to revisit its decision in respect of continuance of the trials and will keep you informed of the response. Also attached at Appendix D was the National Employers' media statement. Given the importance of consistency at this time a copy had also been provided to media contacts within FRSs alongside key messages and a Frequently Asked Questions document.

Resolved – (a) That Members note the content of this report, and

(b) that any further updates received prior to the next meeting be emailed to Members.

5577 GRENFELL TOWER UPDATE – The Director of Public Safety submitted a report with regard to the incident that occurred at Grenfell Tower, North Kensington on 14 June 2017 attended by London Fire Brigade. Following this incident there were concerns that the rapid and unprecedented development of the fire might have been attributed to a specific type of cladding fastened to the outside of the building. As a result of this incident the National Fire Chiefs Council (NFCC) assumed a coordinating role between lead Government departments and Services to ensure public reassurance was provided and that information relating to specific buildings is collected and that any risk associated with the cladding of such premises are recorded in a consistent manner and action taken to prevent further incidents of this nature.

The fire had occurred in a flat on the lower floor of Grenfell Tower, an accommodation block of flats consisting of 24 storeys. The fire spread to the outside of the building and quickly travelled to the upper floors, apparently being spread by the Aluminium cladding affixed to the outside of the building. It was understood that at least 80 individuals perished in the fire. Due to the significance and severity of the fire Humberside Fire and Rescue Service (HFRS) immediately initiated a programme of public re-assurance and risk identification in high rise premises; the Service met with all four Local Authorities' housing representatives, private housing providers, National Health Service (NHS) Trusts and other partner agencies using the Local Resilience Forum (LRF) as a platform to manage the process between stakeholders. The Service had attended a number of Strategic Coordination Group (SGC) meetings related to the incident. All affected agencies agreed to prioritise any deficiencies identified following a programme of risk assessment being undertaken. Similarly in the days following the incident the NFCC initiated a team to oversee the collecting of risk information by Services pertaining to the identification of cladding on a number of high rise premises and other high risk premises providing sleeping accommodation such as hospitals and schools.

In response to this the Public Safety Directorate commissioned a task and finish team to co-ordinate building inspections and provide support to stakeholders assisting them to provide timely and accurate responses to information being sought from lead Government departments, and specifically to the Fire sector being coordinated through NFCC. Since 14 June 2017 all 27 high rise properties across the Humber area had been identified and visited by both Operational Crews and Business Safety Inspectors. Subsequently NHS Building stock had been identified as a priority area, this was now subject to a regime of auditing by Business Safety inspectors. This work was ongoing utilising a team of 10 specialist inspectors to work through a thematic audit programme. It was anticipated that work in response to the emerging outcomes of the Grenfell Tower incident might take a considerable amount of time. Also the focus of thematic fire safety inspections had been widened to include schools with sleeping accommodation and commercial buildings over 18m in height. The Risk Based Audit Programme was now being revised to meet the emerging demand and operational crews continue to refine response arrangements and provide visible reassurance to the public. Pre Determined Attendances (PDA) had been reviewed and increased to include an aerial appliance and additional fire appliance to incidents occurring in high rise premises.

The Director of Public Safety informed Members of the report in today's news that BRE had identified another sixty areas of cladding that had failed testing, mainly in the Salford area and assured Members that the Service's business safety regime is meeting all statutory requirements. The Director of Public Safety reminded Members that it was the responsibility of owners to carry out assessments of their buildings and that the Service will be looking to check that they have done that and that the cladding is fire resistant. The Chief Fire Officer & Chief Executive informed Members that there had been a significant cost to the Service in terms of overtime payments to staff undertaking additional work in the aftermath of the incident and that he had asked the Executive Director Service Support/ Section 151 Officer to monitor the expenditure in case it reached a level where assistance might be sought under the Government's Bellwin Scheme, and also that the National Fire Chiefs Council would be asked to pursue other funding options in this emergency situation.

Resolved – That Members note the work undertaken so far.

5578 DECLARATIONS OF INTEREST - The Director of Public Safety and Director of Service Support declared a pecuniary interest in the item relating to the Appointment of a Deputy Chief Fire Officer (Minute 5580 below refers) and left the meeting for that item.

5579 EXCLUSION OF THE PRESS/PUBLIC - Resolved – That the press and public be excluded from the meeting for consideration of the following item (Minute 5580) on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1 and 2 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).

5580 APPOINTMENT OF DEPUTY CHIEF FIRE OFFICER - The Director of Human Resources reported orally, further to Minute 5527 of the Appointments Committee held on 26 June 2017, with regard to the arrangements to be adopted for the appointment of a Deputy Chief Fire Officer and Chief Executive to replace Mr C Blacksell who had been appointed Chief Fire Officer & Chief Executive with effect from 10 September 2017. The Director of Human Resources stated that a further meeting of the Appointments Committee was to be held on the rising of this meeting to consider the appointments process further and to shortlist candidates for interview. It was anticipated that an appointment will be made by the Appointments Committee in mid-September 2017 and that that decision will be submitted for endorsement by the Authority on 22 September 2017.

Resolved – That the report be received.

Meeting closed at 12.09pm

