

HUMBERSIDE FIRE AUTHORITY

8 DECEMBER 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 Clarkson, Dad, Fudge and Mathieson

Representing North Lincolnshire Council:

Councillors Briggs (Chairperson), Grant, Sherwood and Waltham MBE

Representing North East Lincolnshire Council:

Councillors Burton, Jackson and Sutton

Chief Fire Officer & Chief Executive, Executive Director Service Support/Section 151 Officer, Monitoring Officer/Secretary, Director of Public Safety, Director of Service Support, Director of Human Resources, Committee Manager, Mr K Lloyd, Internal Auditor (MIAA) and Mr D Chapman (Chairperson of the Governance, Audit and Scrutiny Committee) were also present. At the invitation of the Authority Mr K Hunter, Police & Crime Commissioner for Humberside was also present.

Mr A Smith, Mrs M 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, Shepherd 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 Hunter, the Independent Co-opted Members of the Governance, Audit and Scrutiny Committee, Mr K Lloyd and all other persons who were present. The Chairperson also reported that Ms J Rae (KPMG) had attended her last meeting when she attended the GAS Committee on 27 November 2017 and that he had presented her with a gift on behalf of the Authority. The Chairperson welcomed Mr P McCourt who was attending his first meeting following his appointment as Director of Public Safety and on behalf of Members congratulated him on his appointment.)

5667 DECLARATIONS OF INTEREST – There were no declarations.

5668 MINUTES – Upon the submission of the minutes of the meeting of the Authority held on 20 October 2017 it was noted that the record of attendance incorrectly recorded the home authority of Councillors Shepherd and Waltham MBE.

Resolved – That, subject to the record of attendance being amended to transpose the names of Councillors Shepherd and Waltham MBE. the minutes of the meeting of the Authority held on 20 October 2017 having been printed and circulated amongst the Members, be taken as read and correctly recorded and be signed by the Chairperson.

5669 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.

5670 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

5671 Review of the Smoke and Carbon Monoxide Alarm (England) Regulations 2015 – Consultation Paper – The Director of Public Safety submitted a consultation paper from the Department for Communities and Local Government with regard to a review of the Smoke and Carbon Monoxide Alarm (England) Regulations 2015. The Government had introduced the regulations to protect private sector tenants from death or injury in the home caused by smoke and carbon monoxide poisoning. The regulations aimed to ensure more homes in the sector had working smoke and carbon monoxide alarms. During the passage of the regulations through Parliament in 2015, Ministers made a commitment to review them in 2017. The consultation paper invited views and comments to gather evidence on the effectiveness of the regulations to date. The paper did not indicate any intention to change the regulations. Any legislation brought forward as a result of the consultation would be subject to appropriate assessment and consultation. Following the Grenfell Tower fire tragedy, the Government had commissioned an Independent Review of Building Regulations and Fire Safety. That independent Review will submit an interim report before the end of 2017 and a final report in spring 2018. Any proposed changes to the Smoke and Carbon Monoxide Alarm (England) Regulations would follow and be subject to the conclusions of the independent review. The findings from the consultation now being undertaken will be used to inform, but will not presuppose, the Independent Review. The Director of Public Safety stated that he had written to the constituent unitary authorities asking what their response will be to the consultation and in particular drew Members attention to Questions 9 and 10 and suggested that the Authority should submit a response.

Resolved – That Members note that the Service will respond to the consultation including the following comments:

Question 9 – Do you think that the properties excluded from the regulations are the right ones? If no, please provide details.

Response: 7 year leaseholds should not be excluded.

Question 10 - Do you think that the regulations could be improved? If 'yes', please provide details of any improvements needed.

Response: Carbon monoxide alarms should be required for gas boilers to protect private sector tenants from death or injury in the home caused by carbon monoxide poisoning.

5672 Emergency Services Collaboration: Statutory Duty – The Chief Fire Officer & Chief Executive submitted a joint letter from Nick Hurd MP, Minister of State for Policing and the Fire Service and Philip Dunne MP, Minister of State for Health dated 29 November 2017 with regard to the Emergency Services Collaboration: Statutory Duty. Earlier this year, the Government had introduced a number of provisions in the Policing and Crime Act 2017 to give renewed emphasis and energy to the transformation of emergency services in England. The letter acknowledged that emergency services in this country are already world-class but stated that there is always room for improvement and the Ministers wanted to ensure that they drive this forward through increased transformation and innovation. Alongside enabling Police and Crime Commissioners (PCCs) to take on governance of fire and rescue services where a local case is made, one of the key measures of the Act was the creation of a statutory duty to collaborate covering the police, fire and ambulance services. By making it a legal obligation to keep collaboration opportunities under review, the Ministers were seeking to ensure that organisations take decisive action to work closer with each other for the benefit of themselves and the communities they serve. The letter stated that the public, as service users, should be central to these efforts; not only do they expect cost-effectiveness, they also want to see that every opportunity to work in partnership is embraced, especially where there is room to improve the quality of service, and also that the public would be

dissatisfied if local services were missing opportunities to share premises, to procure jointly or to respond to incidents with greater coordination. They would also find it indefensible if absence of dialogue was frustrating solutions to tackle evolving challenges. The Ministers were impressed with the range of initiatives already in motion and it is the potential that they have seen which convinces them that much more can be done. The Emergency Services Collaboration Working Group, a sector-led forum, is coordinating the vital work to collate and disseminate best practice, and is promoting greater collaboration by offering practical support and guidance. The Working Group will soon be informing the Ministers of the type of collaboration projects which are yielding results on the ground, and the Ministers encourage services to get in touch with them to share your evidence of success by filling out the questionnaire via the link provided. The Chief Fire Officer & Chief Executive stated that the Service would be responding to the letter and that the main collaboration activities undertaken by the Authority will feature in that response.

Resolved – That Members note that a response will be sent which will feature the main collaboration activities undertaken by the Authority.

5673 Excellence in Fire & Emergency Awards 2017 – The Chief Fire Officer & Chief Executive reported that Humberside Fire and Rescue Service and Howdens Joinery had been nominated for the category ‘Partnership of the Year’ at the fire industry awards to be held in London on 8 December 2017 and stated that he would inform Members of the outcome.

Resolved – That the report be received.

5674 National Joint Council for Local Authority Fire and Rescue Services – Circular NJC/13/17 – Pay/Broadening the Role Negotiation – The Executive Director Service Support/Section 151 Officer drawing attention to Circular NJC/13/17 which indicated that the National Employers’ had agreed that while negotiations continue salaries should be uplifted across the board by 1.0%, including continual professional development payments, backdated to 1 July 2017. Circulars NJC/14/17 and NJC/15/17 had been issued setting out the new rates effective from 1 July 2017 and Fire and Rescue Authorities were asked to now action this agreement in order that payment can be made in the next possible payroll. The Executive Director Service Support/Section 151 Officer stated that payments were likely to be made in January 2018 payments. Constructive discussions were continuing nationally to identify a mutually acceptable resolution to the negotiation in its entirety. As part of that discussion it was decided to survey FRSs again to update information relating to the negotiation and that additional work meant that the working deadline to conclude the scoping work had moved to January 2018.

Resolved – That the report be received.

5675 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

5676 Appeals Committee - Resolved – That the minutes of the Appeals Committee held on 1 November 2017 be received.

5677 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 27 November 2017 and in doing drew Members’ attention to the following items:

- (i) Scrutiny Programme 2017/18 – Business Continuity Scoping Discussion (Minute 5653 refers) – Mr Chapman stated that after a number of discussions the Committee had now introduced scrutiny in to the main body of its meetings, although because of meeting timings there would continue to be some

discussions held outside of the Committee. The Chairperson reported that the next meeting regarding Business Continuity would be held on 13 December 2017.

- (ii) Scrutiny Work Programme 2017/18 – Scrutiny Programme – Implementation of Review Outcomes - Feedback (Minute 5654 refers) – Mr Chapman stated that the Committee will receive feedback on the implementation of the outcomes of previous scrutiny reviews at the next meeting of the Committee in January 2018.
- (iii) Governance and Scrutiny Committee (Workshop Outcomes Review) 2017/18 (Minute 5660 refers) – Mr Chapman stated that Workshop Outcomes Review was a very positive meeting and that all parties (Members and Officers) could move forward together, and also that he would be looking to avoid items that have been discussed by the Authority and for which Members of the GAS Committee had received reports being duplicated on the Agenda of the Committee so as to allow the Committee time to focus its discussion more meaningfully.
- (iv) Any Other Business - Scrutiny Reviews – Equality and Inclusion – Scoping Report (Minute 5666 refers) – Mr Chapman stated that the Committee had deferred this scrutiny item for the time being.
- (v) Any Other Business - Elected Member Day 24 November 2017 (Minute 5666 refers) – Mr Chapman stated that Members of the Committee had found the Member Day very useful and constructive and expressed thanks for the invitation for Members of the GAS Committee to attend the event.

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 27 November 2017 be received.

INTERNAL AUDIT

5678 Internal Audit Update – Mr K Lloyd, Internal Audit (MIAA) submitted a report providing a progress update on the delivery of the Internal Audit Plan for 2017/18 as agreed by the Fire Authority on 17 March 2017 (Minute 5402 refers). The report indicated that a report on the progress, key findings from audit work is reported to each meeting of the GAS Committee and that comprehensive reports detailing findings, recommendations and agreed actions are provided to the organisation, and are available to Committee Members on request. In addition a consolidated follow up position will be reported periodically to the GAS Committee. As reported to the GAS Committee on 27 November 2017 the following work had been completed:

- GAS Committee – Workshop Outcomes Review (Minute 5660 refers).

An outcomes review was completed in April 2017 to consider key attributes of effective committees, the differences between assurance and reassurance and assessing the current status of agreed actions as part of the Committee's Development Plan following the previous review in 2014. Furthermore, the GAS Committee wanted to review its operating arrangements to ensure it continues to add value to the Fire Authority. A report was issued and it was agreed that after the 18 September 2017 meeting of the GAS Committee Members would meet to discuss the review. That review session was supported by Mr K Lloyd (MIAA). The approach was for GAS Members, Corporate Management Team Directors and the Corporate Planning & Performance Manager to discuss the outcomes review in April 2017 and to agree the Development Plan and next steps. The workshop concluded that overall GAS Committee and officers recognises the important role the Committee undertakes as part of the overall governance framework of the Authority. The request to refresh workshop actions reflects the Committee's and officer's attentiveness to its responsibilities and its commitment to the continuous development of its operations as

facilitated through their agreed development plan and through future workshop sessions. GAS Committee Members supported by officers remain committed to setting the tone of constructive challenge in order that good practice and value outcomes are demonstrable. The 2017/18 Internal Audit activity was attached at Appendix 1 to the report and provided a strategic overview and profiled timeline for agreed reviews; Appendix 2 to the report provided the categorisation of assurance levels and risk ratings, and Appendix 3 confirmed performance against plan. The report had previously been considered by the Governance, Audit and Scrutiny Committee (Minute 5659 refers).

Resolved – That the Authority notes Internal Audit progress against the 2017/18 plan as set out in Appendix 1 to the report.

5679 TREASURY MANAGEMENT MID-YEAR UPDATE REPORT 2017/18 – The Executive Director Service Support/Section 151 Officer submitted a report providing an update on the Authority's treasury management activities for the first half of the financial year 2017/18. The Authority on 17 March 2017 had approved the annual Treasury Management Policy Statement and agreed a range of Prudential Indicators as set out in Appendix 1 to the report, aimed at ensuring effective treasury management and affordability of capital plans (Minute 5403 refers). The report ensured compliance with recommended practice as outlined in the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Treasury Management 2009 by providing Members with an update on treasury management undertaken since the beginning of the financial year and highlighting key Prudential Indicator information. During the period April to September 2017, the Authority had operated wholly within the limits approved. The report had previously been considered by the Governance, Audit and Scrutiny Committee (Minute 5657 refers). The Executive Director Service Support/Section 151 Officer stated that CIPFA was currently reviewing the Code of Practice on Treasury Management which might result in there being some changes when the Authority sets the indicators for 2018/19 at its March 2018 meeting.

Resolved - That Members note the treasury management activities undertaken during the first half of 2017/18 and the Prudential Indicators as outlined in paragraphs 15 and 16 and detailed in Appendix 1 to the report.

5680 FINANCIAL PLANNING 2018/19 ONWARDS - The Executive Director Service Support/Section 151 Officer submitted a report considering the Authority's Revenue Budget for the period 2018/19 onwards. The current financial position of the Authority was sound but there would continue to be significant challenges to that position in the medium-term from what is now a very uncertain financial planning environment. The report set out the Service's financial planning through to 2021/22 and the assumptions applied to arrive at the position shown. The requirement to make some further efficiencies would continue into the medium-term. The report also set out the likely timescales for the precept/council tax consultation for 2018/19. Appendix 1 of the report set out the latest position on the Authority's Revenue Budget for 2018/19 onwards. The key assumptions that had been incorporated into the budget were included in the Table 1 at paragraph 8 of the report. Appendix 1 set out a broadly balanced budget over the medium-term to 2021/22 but there were some important assumptions applied as part of that as follows:

- In line with the Service's published Efficiency Plan for 2016-20 it had been assumed that the remaining elements of the Service Redesign Programme (SRP) will deliver efficiencies of £195k before 2019/20. Further efficiencies may well be required beyond this depending on the level of pay awards during the period shown;
- Precept increases of 1.9% in each of the years 2018/19 to 2021/22 inclusive. If the Authority were not to apply these assumed increases it would add circa £400k per year to the SRP efficiencies that are set out above;
- Grant funding from Government as set out is confirmed in the provisional settlement in December 2016 as part of the Government's offer of a 4 year settlement for 2016/17 to 2019/20;

- Continuing the approach agreed for 2016/17 there is a £1m contribution from revenue per year to support the Service's capital programme. This is essential now that the Government has ceased the allocation of capital grant. This ensures that over the medium-term the Service stabilises its Capital Financing Requirement (CFR) (the underlying need to borrow for a capital purpose) and therefore stabilises its debt interest burden.

It was anticipated that the Government will announce the council tax/precept principles for 2018/19 in mid-December 2017. Once these are known the Service will run a council tax/precept consultation in January 2018 before the Authority Budget Setting meeting on 12 February 2018. The consultation would be web-based with articles in the local press and on social media to highlight the process.

The Chancellor of the Exchequer had announced the details of the 2017 Budget Statement on 22 November 2017. The Statement set out the Government's spending plans for the medium-term. The report set out the main headlines from the Statement. A date for the more detailed local government finance settlement for 2018/19 which would identify funding at the Authority level had not yet been announced and therefore an email briefing would be circulated to Members before the Christmas break. The report identified key dates up to budget setting in February 2018. The report concluded that the Authority's financial position remains sound, however significant challenges will occur in the period 2018 to 2022 and to that end it is essential that the Authority continues to carefully identify efficiencies and maximise its funding wherever possible.

Resolved – That Members note the report and the financial challenges for the period 2018/19 onwards and that the precept/council tax report be considered at the February 2018 Authority meeting.

5681 CAPITAL PROGRAMME 2018/19 ONWARDS – VEHICLES, ESTATES AND ICT –

The Director of Service Support submitted a report setting out for approval the proposed capital programme for vehicles, estates and ICT for 2018/19 onwards. The programme had been approved by the Corporate Management Team (CMT) on 29 November 2017. With regard to the vehicle replacement programme the report indicated that in the last 12 months the Service had taken delivery of 5 fire appliances representing a £1.6m investment and number of light vehicles which represented £275k of investment. A detailed review of the vehicle replacement programme in year had seen a £146k saving in light vehicles against a budget of £420k. That was mainly attributed to extending the life of existing underutilised vehicles and purchasing appropriate vehicles at a significantly lower cost via the Police procurement framework. Condition reports relating to both of the Service's Rescue Support Units (RSUs) identified that both vehicles were unlikely to remain serviceable until their scheduled replacement dates, 2019/20 and 2021/22 respectively. As such a decision was made to bring forward both vehicles in the replacement programme to the current financial year with delivery expected during the next financial year. Funding had therefore been allocated accordingly. In order to finance the procurement of the RSUs the replacement of an Ariel Ladder Platform (ALP) during the current financial year had been moved back in the programme slightly with delivery expected during the next financial year (2018/19). An ongoing review of the vehicle replacement programme linked to condition reporting through Emergency Services Fleet Management (ESFM) had identified that significant savings of around £1.96m were likely to be realised over the next 4 years within the heavy vehicle replacement programme 2017–2022, primarily linked to extending the life of fire appliances initially from 15 to 16 years. A decision to further extend the life of the current fleet will continue to be reviewed linked to ongoing condition reporting. A saving of £302k was also predicted linked to the light vehicle replacement programme over the same period. In light of the above the predicted capital expenditure for 2018/19 relating to heavy vehicles was £1.590m and £236k light vehicles (Appendix 1 to the report refers). The rolling programme of vehicle replacement, equipment and PPE is summarised below. The detailed vehicle and operational equipment replacement programme was set out in Appendix 1 to the report.

	2018/19 (£)	2019/20 (£)	2020/21 (£)	2021/22 (£)
Heavy Vehicles	1.59m	350k	Nil	2.35m
Light vehicles	236k	238k	221k	108k
Equipment / PPE	21k	1.005m	196k	2k
Total All vehicles	1.847m	1.593m	417k	2.460m

With regard to the Estates programme the report indicated that the past year had again seen significant estates related activity across the Service, with a number of high-profile schemes well under way. The Service’s two newest stations at Hull Central and Brough had both been completed to a high standard and put the Services estate in a much better position. Extensive works to Immingham West were completed in order to accommodate the Service’s recruit training school. Work had also begun on the new Integrated Care Centre, in collaboration with Hull Clinical Commissioning Group (CCG), which will see East Hull station being relocated within a purpose built facility with completion expected in the spring of 2018. No capital funding was required as the scheme was funded through revenue linked to a lease agreement. Other significant schemes completed within this financial year include a refurbishment at Bransholme, boiler replacement at Driffild station and car park works to Service Headquarters. Given the extent of major schemes undertaken in recent years there had been a heavy demand placed on the Estates Team, as a result a number of planned schemes had been moved back in the programme including planned works to Bridlington, Scunthorpe, Kirton in Lindsey and Phase 2 works at Service Headquarters. A number of new schemes covering the 2017/18 to 2019/20 period had also been identified linked to improving dignity arrangements (£705k) and investment within the existing training infrastructure to better facilitate the local delivery of operational training (£550k) directly related to the Service Review Programme (SRP) of Operational Training. A review of existing condition survey information and operational requirements had been undertaken, from which a prioritised list of estates refurbishment schemes had been identified for the period 2018/19 onwards. A scheme of works was planned for Goole station which will commence towards the end of the next financial year. Phasing of the schemes identified in the estates programme over the period 2017/18 to 2019/20 linked to a block allocation of £700k over the 2017/18 to 2021/22 period (see below) will ensure the identified works are able to be delivered in keeping with the Service’s commitment to maintaining its estate. The base estates Capital Programme for 2017/18 to 2021/22 was as follows:

	Total Projected Spend £k	Re-profiled budgets				
		2017/18 £k	2018/19 £k	2019/20 £k	2020/21 £k	2021/22 £k
Approved Budget	5,826	3,026	700	700	700	700
<u>Station Refurbishments</u>						
Bransholme	369	369				
Bridlington	450	50	400			
Scunthorpe	500		100	400		
Goole	400		100	300		
<u>Training facilities upgrades</u>						
Clough Road training	600	200	400			
B.A. training refurbishment	400	50	350			
SHQ OTC upgrade	150	30	120			
<u>Other Planned Works</u>						
SHQ Phase 2	433	30	403			
Spend to save	262	132	130			
Dignity works	705	55	300	350		
Co-location fund	100		50	50		
Other Capital Works	1457	57			700	700
	5,826	973	2,353	1,100	700	700

With regards to ICT 2018/19 onwards the report indicated that the core ICT Replacement Programme had been brought together with the agile/flexible working programme to ensure that replacement equipment is agile-ready. This meant that the maximum use and value can be obtained from all ICT equipment. The Emergency Services Network (ESN) is the 4G LTE replacement for the Airwave radio scheme currently in use for operational communications. ESN will provide a range of voice and data capabilities not currently available through the existing Airwave system. Transitional funding was expected on a 'like for like' basis, but would fall short of the requirements necessary to leverage the full potential so was now part of the ICT capital programme. The Mobile Data Terminals (MDTs) that are used in front line appliances were approaching the end of their useful life and to ensure continuity of risk information at incidents, they need to be replaced. Data Centre equipment will need to be upgraded shortly to ensure that there remains enough capacity for critical business processes and to provide the resilience needed for an emergency service. While host options for applications were now actively pursued, it would be essential to maintain on premise facilities. A small number of business applications will need to be replaced in the life of this ICT Capital Programme and so funding had been assigned to cover this cost. Taking into account the capital funding already allocated to support the ICT infrastructure and the predicted spend over the next 4 years, a saving of around £875k will be realised from the capital programme while still delivering a resilient and fit for purpose service. The ICT Capital Programme was as follows:

	2018/19	2019/20	2020/21	2021/22
ICT Replacement Programme and Agile/ Flexible Working Services	£150k	£150k	£175k	£250k
Emergency Services Network Devices	£75k	£200k	£100k	-
Replacement Mobile Data Terminals	£250k	-	-	-
Data Centre Hardware Upgrade	£150k	£150k	£150k	£150k
Information Systems Upgrades and Development	£50k	£175k	£175k	£175k
Total	£675k	£675k	£500k	£575k

Subject to approval of the recommendations contained within the report, the financial effect of the proposals would be incorporated into the Authority's revenue and capital plans for 2018/19 onwards that will be presented for consideration and final approval at the Fire Authority in February 2018. The most appropriate method of financing the assets set out in the report would be determined on the basis of value for money and risk to the Authority. That assessment would be undertaken prior to the start of the financial year in liaison with the Authority's Treasury Management advisors.

Resolved – That Members approve the capital programme for vehicles, estates and ICT for 2018/19 onwards and that it is incorporated into the Medium-Term Financial Plan 2018/19 to 2021/22 to be considered at the meeting of the Authority on 12 February 2018.

5682 ABSENCE MANAGEMENT – PROGRESS REPORT – The Director of Human Resources submitted a report, further to Minute 5642, on the progress against the previously agreed absence management plan. The Action Plan, with a Red/Amber/Green (RAG) rating was included at Appendix 1 to the report. With regard to absence management across the Service the report indicated that Case Review Board meetings had been established, led by the Deputy Chief Fire Officer/Executive Director of Service Delivery and the Director of HR. The focus of those meetings, which involve Line Managers, HR and Occupational Health (OH) as appropriate, was to ensure absence is being managed efficiently, effectively and consistently across the Service and to provide challenge where there are inconsistencies, blockages or lack of action and to offer support where needed. Those meetings had already proved successful in maintaining focus and responsibility and providing appropriate support. The Absence Management Policy and underpinning documentation were currently under review and due for completion by end of November 2017. This was on track for delivery.

Coupled with the above policy review, the HR team continues to coach line managers through the Absence Management Policy and process to ensure correct application and consistency of approach. Timely information is provided to Line Managers so that they can proactively manage absence at the earliest opportunity.

Resolved – (a) That Members note the content of the Report and the updated Action Plan and take assurance from the actions taken and planned in the HR Directorate to improve the management of absence and the support offered to staff who are unwell, and

(b) that Members look forward to receiving an updated Action Plan at its February 2018 meeting.

5683 STRATEGIC PLAN AND INTEGRATED RISK MANAGEMENT PLAN 2018/2021 – CONSULTATION OUTCOMES

– The Chief Fire Officer & Chief Executive submitted a report reminding Members that at the Authority meeting on 28 July 2017 (Minute 5574 refers) Members had received a report outlining a proposed Strategic Planning Framework 2018/21 and subsequently approved an 8-week period of formal engagement and consultation. Consultation for a new Strategic Planning Framework, and in particular the Strategic Plan and Integrated Risk Management Plan (IRMP), commenced on 11 September 2017 and ended on 3 November 2017. Members were reminded that the draft Framework was designed both 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 & Chief Executive and the Service as a whole. The Authority was required to conduct appropriate consultation for its plans and to consider and incorporate any relevant comments received into the final versions. This iteration of the Strategic Planning Framework, which included the adoption of a Strategic Plan on a Page, was a more fundamental refresh than in previous years. Consequently an 8-week period of consultation was applied.

Consultation was focussed around specific and understandable Service delivery based questions linked to the draft Strategic Plan on a Page and IRMP. After researching more productive and engaging ways to consult on those areas, animation videos were produced and greater use was made of social media to promote and share the consultation questions with the public, stakeholders and partners. This was supplemented through partner engagement carried out by Officers and targeted input delivered by the Chief Fire Officer & Chief Executive. It was pleasing to report that 50 responses were received for the Strategic Plan and 14 response for the IRMP. Members were reminded that previous consultation had only generated responses in single figures. Consultation responses were detailed in paragraph 8 of the report and the narrative comments would be included in the Members Newsletter. A hard copy was available at Service Headquarters. The responses had been considered and a number of changes made to the Strategic Plan as a result. The amended Plan was included at Appendix 1 to the report with changes to include specific mention of Equality and Inclusion, Collaboration and the areas supported by the Public at paragraph 8 of the report. The IRMP was not changed and was included at Appendix 2 to the report, although it was noted that it is a living document in any case. The overarching Framework was included at Appendix 3 to the report. The report indicated that Members will receive detailed information relating to Strategic Planning Framework delivery plans from Directors and Section Heads, primarily through engagement as Member Champions.

Resolved – That Members approve the Strategic Plan 2018/21 and the IRMP 2018/21 for publication on the HFRS website.

5684 SERVICE PERFORMANCE AND RISK REPORT END OF THE 2ND QUARTER 2016-17 - JULY-SEPTEMBER 2016

- The Chief Fire Officer & Chief Executive presented a report by the Deputy Chief Fire Officer/Executive Director Service Delivery providing information relating to the Service's Performance and Risk Framework for the 2nd quarter period April – September 2017 which was highlighted in the following summary table:

Prevention Performance		
Accidental Dwelling Fires	22% below 3 year average.	
Other Accidental Fires (exc. Vehicles)	1.4% below 3 year average.	
Deliberate Primary Fires	29.4% above 3 year average.	
Deliberate Secondary Fires	52.8% above 3 year average.	
Automatic Fire Alarms	6.8% above 3 year average.	
Fatalities	2 fatalities (aspirational target 0)	
Injuries	28 injuries (aspirational target 0)	
Response Performance		
First engine response	6.3% better than target	
Second engine response	9.7% better than target	
Projects Update		
<ul style="list-style-type: none"> • Infrastructure • ICT • Collaboration 	A summary of progress for Strategic Projects is provided at Paragraph 9 within the body of this Report.	
Strategic Risks		Score
Reduction in external financial support.	No change in risk.	72
East Coast and Hertfordshire Control Room Project (ECHCR).	No change in risk.	36
Incident Command System.	No change in risk. System is stable.	40
National and local operational learning from incidents and arising issues is integrated into operational development and learning.	Reduction in Risk. Operational Assurance processes and training interventions used to mitigate risk.	45
Complaints		
Driving related.	1 Upheld	0 Not Upheld
Conduct of employees.	2 Upheld	2 Not Upheld
Performance of employees.	4 Upheld	2 Not Upheld
Damage to property whilst responding to incidents.	0 Upheld	0 Not Upheld
Other	1 Upheld	2 Not Upheld
Compliments and Messages of Thanks		
19 compliments and messages of thanks were received in the 2 nd Quarter and posted on our Website: Compliments and Messages of Thanks		

Further detailed information was contained within Appendix 1 to the report which identified a number of performance issues of note that had arisen during the reporting period and also Appendix 2 which included charts for each constituent Unitary Authority area showing the trend for accidental dwelling fires over the last three years and also the severity level for the same incidents, over the same period. The report had previously been considered by the Governance, Audit and Scrutiny Committee (Minute 5661 refers).

A Member sought clarification regarding the funding of the Ark project. The Chief Fire Officer & Chief Executive answered the query. The Chairperson, on behalf of Members, commended crews and the Control Room staff for the excellent response times achieved during the reporting period.

Resolved – (a) That Members take assurance as to the Service’s proactive approach to performance and risk management, and

(b) that the possible introduction of charging for attendance at fire alarm false alarms and also an update with regard to the Ark project be discussed at a Member Day.

5685 HEALTH, SAFETY AND ENVIRONMENTAL QUARTERLY REPORT - 2ND QUARTER 2016-17 - JULY-SEPTEMBER 2016 - The Director of Service Support submitted a report providing information with regard to Health, Safety and Environmental outcomes for the 2nd quarter period July – September 2017. A summary of the statistical data was set out in Appendix 1 to the report. During the reporting period there were 28 incidents recorded (Figs 2 & 3 to the report) that resulted in some form of personal injury compared to 31 for the same period last year. Due to the makeup of the workforce, the highest number of accidents were incurred by Full-time Fire Fighters and Control staff (19). The total number of reported accidents for the quarter had decreased slightly, by just under 10%, compared to the same quarter for last year (Fig 3 to the report) and was below the five year rolling average figure for the same period (30). This showed that the long term accident trend continues to fall. Activity areas showing an increase were Training and Special Service. Injuries related to Fire and Physical training remained the same and Routine Activities and Road Traffic Collisions (RTCs) showed a reduction. The report had previously been considered by the Governance, Audit and Scrutiny Committee (Minute 5662 refers).

Resolved – That Members take assurance as to the Service’s proactive management of Health, Safety and Environmental outcomes.

5686 MEMBER CHAMPIONS 2017/18 - The Executive Director Service Support/ Section 151 Officer presented a joint report by the Monitoring Officer/Secretary and himself, further to Minute 5644, reminding Members that at the Authority held on 20 October 2017 Members endorsed a proposal to broaden the existing Member Champion roles. The broader roles will strengthen the Member/Officer partnership in Service Delivery Planning and Scrutiny. Members were requested to indicate their preferred Member Champion role in readiness for this meeting. The report now submitted provided an update on the proposed allocation of Members to Member Champion roles. As Members were aware Champions were currently used to support the activities of the Pension Board (Cllr Shepherd) and the Equality and Inclusion Steering Group (Cllr Sharpe). In addition, Cllrs Sutton and Mathews act as Member Directors on the HFR Solutions Board. Based upon the experience of current arrangements Members endorsed a proposal to broaden that approach to incorporate other areas of the Service. In particular, to strengthen the Member/Officer partnership in Service Delivery planning and Scrutiny to achieve the following benefits:

Members will benefit from:

- Working with Officers who are subject matter experts;
- Making contributions to help develop services;
- Gaining a broader understanding of enablers and barriers.

Officers will benefit from Members’:

- Broad experience;
- Local knowledge and understanding;
- Political awareness and leadership.

At the Authority held on 20 October 2017 Members also endorsed the following suggested numerical allocation:

Service Delivery Area	Proposed Member Champions
Value Our People & Equality and Inclusion Steering Group	3
Responding Effectively	*4
Support Delivery	2
Make our Communities Safer	*4
Manage the Service Financially	2
Manage the Service Corporately	2
Mental Health and Wellbeing	1

* The areas of Responding Effectively and Making our Communities Safer would benefit from one Member for each Local Authority area.

Members further endorsed that the Chairperson of the Authority will not have an allocated Member Champion role, in recognition of the corporate governance/ leadership relationship with the Chief Fire Officer & Chief Executive and Executive Directors.

The report set out a proposed allocation of Members to Champion roles based upon Member returns received as of 29 November 2017, in summary:

16	Members have responded with preferences
3	Members will not be allocated Member Champion roles due to current roles (HFA Chair + 2 HFR Solutions Director roles)
3	Members have not yet expressed a preference
<u>22</u>	Total

With regard to the next steps in the process the report indicated that Directors will facilitate local development sessions for respective Member Champions in order to introduce Members to teams, raise awareness of delivery team responsibilities and current and arising issues. A generic outline role description was provided for Members at the Authority held on 20 October 2017. It was expected that Directors will develop bespoke role descriptions, in conjunction with Member Champions, for each delivery area where a Member Champion provides support and scrutiny. It was proposed that Member Champions will meet with the Directors/Heads of Section for their specific area on a minimum quarterly basis, during the periods:

- January to March
- April to June
- July to September
- October to December

Relevant Directors/Heads of Section will facilitate meetings. The timing of meetings may take into account priorities within the Business Planning Framework and Director Workstream Plans, as appropriate. Members were also invited to further develop relationships with Managers and delivery teams through informal interactions, at their discretion.

Resolved - That Members be allocated to Member Champion Roles as set out below:

<u>Role</u>	<u>Member Champions</u>
Value Our People & Equality and Inclusion Steering Group	Cllrs Sharpe*, Finlay, Fudge and Waltham MBE
Responding Effectively	Cllrs Grant, Jefferson, Sherwood and Wilson
Support Delivery	Cllrs Chadwick and Jackson
Make our Communities Safer	Cllrs Green, Mathieson, Smith and Turner
Manage the Service Financially	Cllrs Burton and Shepherd
Manage the Service Corporately	Cllrs Clarkson and Dad
Mental Health and Wellbeing	Cllrs Belcher and Sharpe

*Existing Member Champion Role

5687 SUSPENSION OF RESPONSE TO FIRES AT SEA UPDATE - The Chief Fire Officer & Chief Executive submitted a report reminding Members that Humberside Fire and Rescue Service (HFRS) had suspended the response to fires at sea on 1 January 2017, due to the decision by the Maritime and Coastguard Agency (MCA) to deny access to the helicopter training for firefighters which they had previously allowed and was required by the Service's risk assessments. Officers were still of the opinion that the Service should be able to respond to fires at sea and are in the process of raising the issue again with local Members of Parliament.

Prior to suspending the response the HFRS utilised thirty six of firefighters who had volunteered to attend incidents at sea to provide the firefighting and rescue service off the area's coastline and beyond the area, both to the North and South. The firefighters received no additional payment for being on call to respond, they only received payments for carrying out the additional training needed and for attending actual incidents. The Service risk assessment requires that crews are trained in live winching prior to being required to be winched onto a vessel on fire at sea, in what are likely to be adverse conditions. This was previously provided by the MCA through RAF Leconfield and latterly Bristow Helicopters at Humberside Airport, however the MCA instructed Bristow to remove access to that training for firefighters and the Service was unable to access training elsewhere as it required the MCA winch operators and helicopters. The decision by the MCA was based upon the original decision by the Department of Transport in 2011, to withdraw government support for FRS responding to fires at sea and to "establish alternative arrangements...using commercial salvors". Despite the Service not being aware of any alternative arrangements put in place and significant efforts by Officers to have the MCA decision reviewed, including engagement with the MCA at Chief Executive level, the Home Office and the Department for Transport, the decision stood and therefore the Service reluctantly suspended its response to fires at sea on 1 January 2017. The Service understands that the Scottish Fire and Rescue Service have also pulled out of the provision of a response to fires at sea for the same reason, which means that to the south of the Humber the nearest response team is in Kent, who access training through a separate arrangement funded by the EU, and there is no provision to the north. The Service is still able to respond to fires in the Humber estuary due to transport and training provided locally by Svitzer tugs. The Chief Fire Officer & Chief Executive stated that there was interest by local Members of Parliament in arranging a meeting with the Minister of State for Policing and the Fire Service to raise the Authority's concerns.

Resolved – That Members endorse the ongoing work to raise this issue with local Members of Parliament, with a view to encouraging the MCA to reintroduce helicopter flight training for firefighters.

5688 HER MAJESTY'S INSPECTORATE OF CONSTABULARY AND FIRE AND RESCUE SERVICES (HMICFRS) UPDATE - The Chief Fire Officer & Chief Executive submitted a joint report by the Director Service Support/Section 151 Officer and himself updating Members on the progress of HMICFRS and the pre-planning activity by Humberside Fire and Rescue Service (HFRS) based upon current knowledge and assumptions. Members were reminded that the new inspection regime for Fire and Rescue Services arose from the Fire Reform Programme, initiated by Theresa May MP as the then Home Secretary. The Fire Reform Programme is predicated on three pillars of reform, namely:

- Efficiency and Collaboration;
- Accountability and Transparency (including a commitment to a 'rigorous and independent' inspection regime);
- Workforce Reform.

The key elements of the reform programme, including Inspection, were now enshrined in legislation through the Policing and Crime Act 2017. That Act (2017) had been used to strengthen existing inspection powers within the Fire and Rescue Services Act 2004 in order to enable the new inspection regime, including:

- Greater transparency in inspection arrangements and reporting;
- Greater powers for Inspectors;
- Working collaboratively with other public sector bodies.

As reported to the Authority on 28 July 2017 letters were received in July 2017 from Nick Hurd MP, Minister of State for Policing and the Fire Service and Sir Tom Winsor, Her Majesty's Chief Inspector of Constabulary confirming that Her Majesty's Inspector of Constabulary (HMIC) were appointed to manage inspections of England's Fire and Rescue Services. To reflect this new role their name changed to Her Majesty's Inspectorate of

Constabulary and Fire and Rescue Services (HMICFRS). The report indicated that over recent months greater clarity had been provided by Government and obtained by officers, regarding the impending HMICFRS regime and it was now known that inspection will be based around three key themes:

- How effective is the FRS at keeping people safe and secure from fire and other risks?
- How efficient is the FRS at keeping people safe and secure from fire and other risks?
- How well does the FRS look after its people?

Leadership effectiveness is a cross-cutting theme within all inspection areas.

Schematics outlining the core inspection questions for each theme were included at Appendix 1 to the report. The report indicated that whilst HMICFRS will not specifically inspect the role and function of Fire Authorities, Members will appreciate that their role in governance, decision making and scrutiny are intrinsically linked to Service delivery across all three inspection themes. Whilst the inspectorate approach was still being refined the general approach is becoming clearer as indicated in the report. Current information indicated the following timeline for introduction of the inspectorate regime:

- Pilot inspections conducted in three services between January and April 2018, a number of FRSs have volunteered.
- Delivery of inspections across all English FRS's in three tranches, it is anticipated that the notification of dates will be provided before Christmas:
 - ❖ Tranche 1 - 15 inspections during April to July 2018
 - ❖ Tranche 2 - 15 inspections during August to December 2018
 - ❖ Tranche 3 - 15 inspections during January to May 2019

The report assured Members that pro-active preparations are being made in readiness for the HMICFRS regime as outlined in the report and stated that Members will gain additional insight into preparations through periodic Member Day briefings, Authority Reports and through engagement with officers within their Member Champion roles.

Resolved - That Members take assurance from the approach being taken to prepare for the HMICFRS regime.

5689 ENABLING POLICE AND CRIME COMMISSIONERS (PCCS) TO SIT AND VOTE ON COMBINED FIRE AND RESCUE AUTHORITIES (FRAS) - GOVERNMENT CONSULTATION - The Chief Fire Officer & Chief Executive submitted a letter from the Minister for Policing and the Fire Service dated 27 November 2017 drawing attention to a consultation on proposed amendments to Fire and Rescue Authority (FRA) combination schemes established under sections 2 and 4 of the Fire and Rescue Services Act 2004 in England. The attached consultation paper set out a proposal to vary the combination schemes of section 2 and 4 FRAs established or continued in existence under the 2004 Act for the purposes of applying the 'representation model' of the Policing and Crime Act 2017 (2017 Act). Under the Representation model, where a Police and Crime Commissioner (PCC) has not taken on responsibility for fire but wishes to enhance collaboration opportunities, they are able to be represented on any FRA (or its committees) in their local area, with voting rights, subject to the consent of the FRA. This will enable the PCC to take part in discussions and decisions in a meaningful and effective way whilst fostering closer collaborative working between PCCs and local fire and rescue services. Combined Fire and Rescue Authorities established under sections 2 and 4 of the Fire and Rescue Services Act 2004 must have their combination schemes amended before the 'representation model' introduced by the 2017 Act can apply. The consultation was seeking views on the proposal to vary the combination schemes of FRAs established or continued existence under section 2 and 4 of the 204 Fire and Rescue Services Act to implement the 'representation model' of the 2017 Act. The Minister took the opportunity afforded by his letter to thank consultees for participating in this consultation, which seeks to implement fully the provisions of the Policing

and Crime Act 2017, and for continuing to drive greater emergency services collaboration in the interests of your communities.

Members referred to the provision in the proposals for a Police and Crime Commissioner to send a substitute to Authority meetings and that that person will be allowed to speak but not vote and expressed concern that no other Member of the Fire Authority is permitted to send a substitute to a meeting.

Resolved - That Members generally support the proposal to vary the combination schemes of FRAs established or continued existence under section 2 and 4 of the 2004 Fire and Rescue Services Act to implement the 'representation model' of the 2017 Act but do not agree with the proposal that would permit the Police and Crime Commissioner to send a substitute to meetings of the Fire Authority as no other Member of the Authority is allowed to send a substitute.

(The voting on the above decision was - For: 13, Against: Nil, Abstained: 6)

Meeting closed at 11.55 a.m.

