

**Governance, Audit and Scrutiny Committee
30 November 2017**

**Report by Chairperson and
Monitoring Officer/Secretary**

**UPDATE: MATTERS ARISING/
FEEDBACK FROM FIRE AUTHORITY**

REPORT EXECUTIVE SUMMARY

The Governance, Audit and Scrutiny Committee has previously agreed that it would be desirable to receive feedback from meetings of the Authority, particularly where the Committee had made recommendations to the Authority. The report also draws attention to matters considered by the Authority at its meetings on 22 September and 20 October 2017 which may be of interest to this Committee.

RECOMMENDATIONS

1. The Committee is asked to consider this report.

FEEDBACK FROM THE FIRE AUTHORITY

2. The following summarises the consideration given by the HFA at its meeting on 22 September 2017 to the draft minutes of the meeting of the GAS Committee held on 18 September 2017.

| Minute | Feedback/Update |
|---|--|
| <u>2016/17 Scrutiny Programme – Members’ Allowances – Role of Vice- Chairperson – Feedback Report</u> (Minute 5595 refers) – The Committee agreed - That it be a recommendation that the Chairperson and Vice-Chairperson of the Authority work together to develop their relationship and the scope for some roles such as attending certain Committees/ meetings to be delegated to the Vice-Chairperson as this will help the holder of that post develop in their role, and will also assist succession planning. | The HFA in receiving the minutes noted the Committee’s decision |
| <u>2017/18 Scrutiny Work Programme – Business Continuity – Scoping Report and Timing of Subsequent Review Report</u> (Minute 5596 refers) – The Committee agreed - (a) That the scoping of the scrutiny of Business Continuity Management arrangements be approved, and (b) that this scrutiny review will be undertaken in liaison with Internal Audit. | The HFA in receiving the minutes noted the Committee’s decision |
| <u>Annual Audit Letter</u> (Minute 5597 refers) – The Committee agreed - That the Annual Audit Letter be noted. | The HFA (Minute 5624 refers) agreed – That the Annual Audit Letter be noted. |
| <u>External Audit Appointment for 2018/19 Onwards</u> (Minute 5599 refers) – The Committee agreed - That the report be noted. | The HFA (Minute 5625 refers) agreed – That Members approve the appointment of Mazars LLP as the Authority’s external auditors from 1 April 2018 and that PSAA be notified accordingly by the deadline of 5pm on 22 September 2017. |
| <u>Management Accounts to 30 June 2017</u> (Minute 5600 refers) - The Committee agreed - That Members take assurance from the report and the Authority’s financial position for the period ending June 2017. | The HFA in receiving the minutes noted the Committee’s decision |
| <u>Internal Audit Update</u> (Minute 5601 refers) - The Committee agreed - That the Committee notes Internal Audit progress against the 2017/18 plan as set out in Appendix 1 to the report. | The HFA in receiving the minutes noted the Committee’s decision. |
| <u>Update Report on the Declaration and Registration of Interests by Members.</u> (Minute 5603 refers) – The Committee agreed - (a) That Members take assurance from this review of the recording of Members’ Registers of Interests and of offers of Gifts and Hospitality by Officers and Members, and (b) that in future years a further review be carried out on an annual basis in September and that a report on the outcome be submitted to this Committee. | The HFA in receiving the minutes noted the Committee’s decision. |

| Item | Feedback/Update |
|---|---|
| <u>Service Performance and Risk Report - 1st Quarter Period April – June 2017</u> (Minute 5605 refers). – The Committee agreed - That the Committee takes assurance as to the Service's proactive approach to performance and risk management. | The HFA (Minute 5627 refers) agreed – (a) That Members takes assurance as to the Service's proactive approach to performance and risk management, and (b) that further information regarding deliberate secondary fires and how Members and the constituent unitary authorities might assist in achieving a reduction be considered at the Member Day on 6 October 2017. |
| <u>Health, Safety and Environmental Report for the 1st Quarter Period April–June 2017</u> (Minute 5606 refers). – The Committee agreed - That the Committee takes assurance as to the Service's proactive approach to Health, Safety and Environmental outcomes. | The HFA (Minute 5628 refers) agreed – That Members note the report and take assurance as to the Service's proactive approach to Health, Safety and Environmental outcomes. |
| <u>Absence Management Update</u> (Minute 5608 refers). – The Committee agreed - (a) That Members note the content of the report and the recommendations from Capsticks Advisory to improve the management of absence and the support offered to staff who are unwell, and (b) that Members take assurance from the plans being developed in the HR Directorate to resolve the issues raised in the Capsticks Advisory Report. | The HFA (Minute 5629 refers) agreed – (a) That Members note the content of the report and the recommendations from Capsticks Advisory to improve the management of absence and the support offered to staff who are unwell; (b) that Members take assurance from the plans being developed in the HR Directorate to resolve the issues raised in the Capsticks Advisory Report, and (c) that the final Capsticks Advisory Report be considered at the Member Day on 6 October 2017. |
| <u>Joint Emergency Services Interoperability Programme (JESIP) Audit</u> (Minute 5610 refers) – The Committee agreed - That Members take assurance that the Service has robust arrangements in place with regard to JESIP. | The HFA in receiving the minutes noted the Committee's decision |

3. The Committee's attention is also drawn to other matters considered by the HFA at its meetings on 22 September and 20 October 2017 which may be of interest to this Committee, as set out below:

(a) HFA 22 September 2017

| Item | Feedback/Update |
|---|--|
| <u>Financial Outlook 2017/18 To 2021/22</u> (HFA Minute 5626 refers). | The HFA agreed - (a) That Members note the financial outlook for the Service through to 2021/22 and approve the prudent minimum level of general reserves (PMGR) set out in the report now submitted, and (b) that Members look in-depth at the financial outlook at forthcoming Member Days and that Officers be requested to submit appropriate option papers. |

| Minute | Feedback/Update |
|---|---|
| <u>Appointment of Deputy Chief Fire Officer/Executive Director Service Support</u> (HFA Minute 5630 refers). | The HFA agreed - (a) That the minutes of the meetings of the Appointments Committee held on 28 July and 15 September 2017 as set out in the appendices to the report now submitted be received, and (b) that Members ratify the appointment of Mr P Shillito as Deputy Chief Fire Officer/Executive Director Service Delivery with effect from 22 September 2017. |
| <u>Exempt Item - Service Redesign Programme (SRP) Public Safety And Water Supplies, Early Voluntary Release</u> (HFA Minute 5632 refers). | The HFA agreed - That Members approve the use of up to £161,000 from either the Change Management Reserve or the current year's revenue underspend to allow the release of staff through the EVR process outlined in the report now submitted. |

(b) HFA 20 October 2017

| Item | Feedback/Update |
|---|---|
| <u>Management Accounts 2017/18 – Based on period ending 30 September 2017</u> (HFA Minute 5640 refers). | The HFA agreed - That Members take assurance from the report and the Authority's financial position for the period ending 30 September 2017.- |
| <u>Response to the 2018/19 Local Government Finance Settlement Consultation and Update on the Medium-Term Financial Plan (MTFP) 2018/19 Onwards</u> (HFA Minute 5641 refers). | <p>The HFA agreed - (a) That Members approve the following response as the Authority's formal response to the 2018/19 Local Government Finance Settlement Consultation:</p> <p><u>Question 1</u> - Do you agree that the government should continue to maintain the certainty provided by the 4-year offer as set out in 2016/17 and accepted by more than 97% of local authorities?</p> <p><u>Response</u> – <i>The Authority welcomes the certainty provided by 4-year settlements and would support their continuation.</i></p> <p><u>Questions 9 and 10</u> - Do you have views on council tax referendum principles for 2018/19 for principal local authorities? Do you have views on whether additional flexibilities are required for particular categories of authority? What evidence is available to support this specific flexibility?</p> <p><u>Response</u> (combined response for Questions 9 and 10) - <i>Fire Authorities should be given additional flexibility to raise their Band D precept by up to £10. A £10 annual increase would for Humberside residents equate to an additional 83 pence per month on a Band D property or 56 pence per month on a Band A property.</i></p> |

| Item | Feedback/Update |
|---|---|
| | (b) that it be noted that the Chief Fire Officer & Chief Executive will review the evidence to support the response prior to its submission to the DCLG. |
| <u>Absence Management</u> (HFA Minute 5642 refers). | <p>The HFA agreed - (a) That Members note the content of the Report and the 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 an update on progress on implementing the Action Plan be submitted to each meeting of the Authority.</p> <p>See separate item on the Agenda for this meeting.</p> |
| <u>The United Nations HeforShe Movement</u> (HFA Minute 5643 refers). | <p>The HFA agreed - (a) That Members acknowledge and support the Service's pledge of working towards gender equality using the United Nations HeForShe movement as a vehicle to do so and support the "Advocate" work by encouraging other Fire and Rescue Services and their own authorities to sign up and make their own pledges; (b) that it be noted that individual Members can assist the campaign for equality by signing up to be 'counted in' by visiting the HeForShe website on www.heforshe.org, and (c) that Members record their appreciation to Ms N Parkinson (Corporate Planning Support) for her role in raising this matter and driving it through the organisation.</p> |
| <u>Member Champions 2017/18</u> (HFA Minute 5644 refers) | <p>The HFA agreed - (a) That Members endorse the approach to broaden the role of Member Champions described within the report now submitted; (b) that to assist Members in deciding which Member Champion role their individual skills and expertise might be most appropriate the Executive Director Service Support/Section 151 Officer will circulate to all Members a copy of the draft Strategic Plan which provides further details of the Service Delivery areas inviting Members to nominate themselves for one of the Member Champion roles; (c) that following the receipt of nominations the Chairperson, in consultation with the Chief Fire Officer & Chief Executive, will consider allocating Members to the various roles and submit a schedule of the initial allocations to the December 2017 meeting of the Authority, and (d) that it be noted that Councillor Sharpe would wish to nominate herself as an additional Member Champion for Mental Health and Well Being.</p> |

| Item | Feedback/Update |
|---|---|
| <u>Dying to Work Pledge</u> (HFA Minute 5645 refers). | The HFA agreed - That the Fire Authority acknowledge and support the Dying to Work Pledge and commit to sign up to the Charter. |

STRATEGIC PLAN COMPATIBILITY

4. None arising directly.

FINANCIAL/RESOURCES/VALUE FOR MONEY IMPLICATIONS

5. As outlined above.

LEGAL IMPLICATIONS

6. As outlined above.

EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS

7. None arising.

CORPORATE RISK MANAGEMENT IMPLICATIONS

8. None arising.

HEALTH AND SAFETY IMPLICATIONS

9. None arising.

COMMUNICATION ACTIONS ARISING

10. None.

DETAILS OF CONSULTATION AND/OR COLLABORATION

11. None.

BACKGROUND PAPERS AVAILABLE FOR ACCESS

12. None.

RECOMMENDATIONS RESTATED

13. The Committee is asked to consider this report.

**M BUCKLEY
D CHAPMAN
(Chairperson, Governance, Audit
and Scrutiny Committee)**

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