

Governance, Audit and Scrutiny Committee  
3 December 2013

Report by  
Secretary/Director of People

**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.

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 to the report presented by the Chairperson of the Governance, Audit and Scrutiny Committee and the draft minutes of the meeting of the GAS Committee held on 14 October 2013:

Minute	Feedback/Update
<u>Annual Audit Letter 2012/13</u> (Minute 4301 refers) – The Committee noted the Audit Letter.	The Authority agreed that the Audit Letter be approved.
<u>ISO14001 Environmental Management Standard Re-Accreditation</u> (Minute 4305 refers) - The Committee noted that the Authority had successfully achieved formal re-accreditation to the Environmental Management Standard ISO14001.	Members acknowledged that the Authority had successfully achieved formal re-accreditation to the Environmental Management Standard ISO14001 and thanked all those involved in the work.
<u>HFR Solutions' CIC Management Review</u> – The Committee had previously recommended (Minute 4150 refers) that the Authority be informed that it is the view of this Committee that Members of the Authority should not be Directors of 'HFR Solutions' whilst this Committee understands their interest in the company.	<p>The Authority agreed (a) That the Fire Authority takes assurance from the report that HFR Solutions has developed into a successful business, which is capable of effectively supporting Humberside Fire &amp; Rescue Service's operational and community protection and prevention service delivery requirements;</p> <p>(b) that the Fire Authority endorses the governance arrangements for HFR Solutions as set out in paragraph 11 of the report now submitted;</p> <p>(c) that the Fire Authority agrees that there shall be 2 Directors appointed to the HFR Solutions Board from Members of the Fire Authority and that the Chairperson of the Fire Authority shall not be considered for appointment as a Director, and</p> <p>(d) that the Authority confirms its views on the following matters as indicated below (see Appendix 1 attached)</p>
<u>Police, Fire And Ambulance Workshops Update</u> – The Committee had previously received progress reports and had agreed that the Committee encourages Officers to pursue their analysis of the options.	The Authority noted the good progress being made and gave delegated authority to the Chief Fire Officer & Chief Executive, in consultation with the Chairperson of the Authority, to enter into the contractual commitments necessary to allow the joint workshop project to continue on schedule.

#### STRATEGIC PLAN COMPATIBILITY

3. None arising directly.  
FINANCIAL/RESOURCES/VALUE FOR MONEY IMPLICATIONS
4. As outlined above.  
LEGAL IMPLICATIONS
5. As outlined above.  
EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS
6. None arising.  
CORPORATE RISK MANAGEMENT IMPLICATIONS
7. None arising.  
HEALTH AND SAFETY IMPLICATIONS
8. None arising.  
COMMUNICATION ACTIONS ARISING
9. None.  
DETAILS OF CONSULTATION
10. None.  
BACKGROUND PAPERS AVAILABLE FOR ACCESS
11. None.  
RECOMMENDATIONS RESTATED
12. The Committee is asked to consider this report.

**R GRAHAM**

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Secretary and Director of People

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RG/JS  
20 November 2013

HFR Solutions' CIC Management ReviewViews of the Fire Authority (Minute 4326(d) refers)

<u>Subject</u>	<u>Authority's View</u>
a) HFR Solutions should be treated formally as a committee of the Authority (in terms of reporting, minutes, support, procedure etc);	No
b) Political proportionality should be applied to representation to HFR Solutions;	Yes, 1 Director each shall be nominated by the two largest groups on the Authority
c) The number of Member Directors should be two (as discussed at a recent Member Day) and how those Directors are to be identified and appointed;	Yes, the Group Secretaries of the two largest groups will liaise in making their nominations and if possible look to achieve representation from both North Bank and South Bank Members.
d) Confirmation that the Member Code will apply;	Yes, Directors shall abide by the Authority's Member Code of Conduct
e) Given the frequency of meetings, it is appropriate to consider a special allowance payable to Members (as part of the review planned during 2013/14 in respect to Allowances);	For the time being no special responsibility allowance will be paid to Directors but Directors will be permitted to claim travelling/subsistence allowances in accordance with the Authority's Scheme of Allowances.
f) A role description should be further developed to that outlined in Appendix 2 to the report;	Yes, to be used to identify Member Directors and developed as Members' see fit
g) Going forward, appointments to HFR Solutions should be made in the normal way at AGM, except in urgent cases, such as resignation;	Yes, initial appointments will be up to end of May 2014 (AGM)
h) The term of office as a Member Director be coterminous with being a Fire Authority Member;	Yes
i) Additional training and support would be welcomed generally and specifically for any Member Directors;	Will be considered dependent on who are appointed Directors
j) Member Directors (if this is the decision of the Authority) should report back to the Authority, using minutes and a Member Directors report.	The Directors who are Members of the Authority will report back to the Authority.

