

Fire & Rescue Service Headquarters Summergroves Way Kingston upon Hull HU4 7BB  
Telephone 01482 565333

<b>T was a To:</b> Members of the Fire Authority	<b>Enquiries to:</b> Samm Campbell <b>Email:</b> <a href="mailto:committeemanager@humbersidefire.go.uk">committeemanager@humbersidefire.go.uk</a> <b>Tel. Direct:</b> (01482) 393205 <b>Date:</b> 16 June 2022
--	---

Dear Member

I hereby give you notice that a meeting of **HUMBERSIDE FIRE AUTHORITY** will be held on **FRIDAY, 24 JUNE 2022** at **10.30AM** at **HUMBERSIDE FIRE & RESCUE SERVICE HEADQUARTERS, SUMMERGROVES WAY, KINGSTON UPON HULL, HU4 7BB.**

**Public and press attendance at meetings**

Seating in the public gallery is limited to maximum of 4 people, therefore **places must be booked in advance** by contacting the Committee Manager on the contact details above.

To access this meeting remotely please visit <<https://zoom.us/join>> and then enter:

**Meeting ID:** 841 4230 0513  
**Passcode:** 120823

The business to be transacted is set out below.

Yours sincerely



**Mathew Buckley**  
**Monitoring Officer & Secretary to Fire Authority**

Enc.

## **A G E N D A**

<b>Business</b>	<b>Page Number</b>	<b>Lead</b>	<b>Primary Action Requested</b>
1. Apologies for absence	-	Monitoring Officer/ Secretary	To record
2. Declarations of Interest	-	Monitoring Officer/ Secretary	To declare
3. Minutes of the Authority meeting held on 10 June 2022	(pages 1 - 4)	Chairperson	To approve
4. Minutes of the Governance, Audit and Scrutiny Sub-Committee held on 15 June 2022.	(pages 5 - 6)	Chairperson	To receive

<b>Business</b>	<b>Page Number</b>	<b>Lead</b>	<b>Primary Action Requested</b>
5. Questions by Members	-	Monitoring Officer/ Secretary	To receive
6. Communications	-	Chairperson & Chief Fire Officer/ Chief Executive	To receive
7. Annual Statement of Accounts (unaudited) 2021/22	(pages 7 - 102)	Executive Director of Finance/ S151 Officer	To approve
8. Draft Annual Performance Report	(pages 103 - 158)	Director of Service Improvement	To approve
9. Occupational Health and Wellbeing	(pages 159 - 172)	Executive Director of People and Development	To receive
10. Workforce Planning	(pages 173 - 190)	Executive Director of People and Development	To receive
11. Executive Directors Delegated Authority	(pages 191 - 195)	Chief Fire Officer/Chief Executive	To receive
12. Amendments to the Constitution	(pages 196 - 198)	Chief Fire Officer/Chief Executive	To approve
13. Draft Anti-Fraud and Corruption Statement 2021/22	(pages 199 - 202)	Director of Service Improvement	To approve
14. Reforming our Fire and Rescue Service White Paper and Consultation	(pages 203 - 209)	Chief Fire Officer/Chief Executive	To receive
15. HMICFRS Update	verbal	Director of Service Improvement	To receive
16. Chief Fire Officer Update	verbal	Chief Fire Officer/Chief Executive	To receive

## HUMBERSIDE FIRE AUTHORITY

## ANNUAL GENERAL MEETING

FRIDAY, 10 JUNE 2022

**PRESENT:****Members****Representing East Riding of Yorkshire Council:**

Councillors Davison, Dennis, Jefferson, Smith and West

**Representing Hull City Council:**

Councillors Chambers, Dad, McMurray and Nicola

**Representing North East Lincolnshire Council:**

Councillors Lindley, Patrick and Shepherd

**Representing North Lincolnshire Council:**Councillors Briggs (*Chairperson*), Grant, Sherwood and Waltham MBE**Office of the Police and Crime Commissioner for Humberside**

Jonathan Evison - Police and Crime Commissioner for Humberside Police

**Officers of Humberside Fire & Rescue Service**

Chris Blacksell - Chief Fire Officer & Chief Executive, Niall McKiniry - Assistant Chief Fire Officer/Executive Director of Service Delivery, Christine Cooper - Executive Director of People and Development, Kevin Wilson - Executive Director of Finance/Section 151 Officer, Steve Duffield - Temporary Director of Prevention and Protection, Matthew Sutcliffe - Temporary Director of Service Improvement, Steve Topham - Director of Emergency Response, Lisa Nicholson - Monitoring Officer/Secretary and Samm Campbell - Committee Manager

**Also in attendance:****Independent Co-opted Members of the Governance, Audit and Scrutiny Committee**

Kathryn Lavery was in attendance as an observer.

The meeting was held at Service Headquarters, Hessle.

*The Monitoring Officer/Secretary took the chair for Minute 55/22.*

**55/22 ELECTION OF CHAIRPERSON - Resolved** - That Councillor Briggs be elected Chairperson of the Humberside Fire Authority for the 2022/23 municipal year.

*Councillor Briggs took over the Chair.*

**56/22 ELECTION OF VICE CHAIRPERSON - Resolved** - That Councillor Green be elected Vice Chairperson of the Humberside Fire Authority for the 2022/23 municipal year.

**57/22 APOLOGIES FOR ABSENCE** - Apologies for absence were submitted from Jonathan Evison (Police and Crime Commissioner) and Councillors Abraham, Belcher, Fox, Green and Swinburn.

**58/22 DECLARATIONS OF INTEREST** - No declarations were made.

**59/22 MINUTES - Resolved** - That the minutes of the meeting of the Authority held on 29 April 2022 be received as a correct record.

**60/22 MINUTES OF THE APPOINTMENTS COMMITTEE - Resolved** - That the minutes of the Appointments Committee meetings held on 27 April and 23 May 2022 be approved and Phil Shillito be appointed to the post of Chief Fire Officer.

**61/22 QUESTIONS BY MEMBERS** - None.

**63/22 COMMUNICATIONS** - The Chairman provided verbal updates on the following items:

- (i) **Pay Award** - The National Joint Council had indicated its intention to pursue a pay increase for Green Book Staff of £2,000 or a percentage linked to the rate of inflation (whichever was highest on an individual basis) for the 2022/23 financial year.
- (ii) **Healthy Workplace Award** - The Service had achieved the Bronze Healthy Workplace Award from North Lincolnshire Council.
- (iii) **British Fire Fighter Challenge** - The Service was due to host the British Fire Fighter Challenge in Hull, with sponsors including Howdens Joinery and The University of Hull.

**64/22 COMPOSITION OF THE FIRE AUTHORITY** - The Monitoring Officer/Secretary submitted a report on appointments to the Humberside Fire Authority made by the Constituent Unitary Authorities for the period 2022/23 as follows:

**1. East Riding of Yorkshire Council (8)**

Councillor Julie Abraham	(Conservative)
Councillor Phil Davison	(Liberal Democrat)
Councillor John Dennis	(Conservative)
Councillor Caroline Fox	(Conservative)
Councillor Helen Green	(Conservative)
Councillor Barbara Jefferson	(Independent)
Councillor Patricia Smith	(Conservative)
Councillor Kay West	(Conservative)

**2. Hull City Council (6)**

Councillor Sharon Belcher	(Labour)
Councillor Linda Chambers	(Liberal Democrat)
Councillor Jackie Dad	(Liberal Democrat)
Councillor Shane McMurray	(Labour)
Councillor Tracey Neal	(Liberal Democrat)
Councillor Rosie Nicola	(Labour)

**3. North East Lincolnshire Council (4)**

Councillor Ian Lindley	(Conservative)
Councillor Matt Patrick	(Labour)
Councillor Ron Shepherd	(Conservative)
Councillor Stewart Swinburn	(Conservative)

**4. North Lincolnshire Council (4)**

Councillor John Briggs	(Conservative)
Councillor Mick Grant	(Labour)
Councillor Nigel Sherwood	(Conservative)
Councillor Rob Waltham MBE	(Conservative)



## 5. Police and Crime Commissioner (1)

Jonathan Evison

**Resolved** - That the membership of the Authority for the period 2022/23 be received.

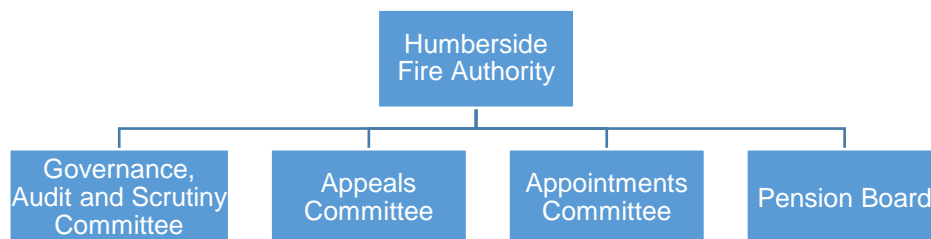
**65/22 APPOINTMENT OF GROUP SECRETARIES** - The Monitoring Officer/Secretary submitted a report that set out that each political group represented on the Fire Authority should appoint a Group Secretary and notify the Monitoring Officer/Secretary of such appointment at the Annual General Meeting of the Fire Authority or as soon as possible thereafter.

**Resolved** - That the Group Secretaries as detailed below be appointed for 2022/23:

Political Group	Group Secretary
Conservative	Councillor Smith
Independent	Councillor Jefferson
Labour	Councillor Nicola
Liberal Democrats	Councillor Dad

**66/22 COMMITTEE STRUCTURE & COMPOSITION AND APPOINTMENT OF PANEL/GROUP MEMBERS AND MEMBER CHAMPIONS** - The Monitoring Officer/Secretary submitted a report that proposed the committee structure and composition of the Authority for 2022/23 and the appointment of Panel/Group Members and Member Champions for 2022/23.

**Resolved** - (a) That the Authority approves the Committee structure as set follows;



(b) that the size and allocation of seats of the committees be approved as follows;

Governance, Audit & Scrutiny Committee	
Number of independent members	5
Total	5

Appointments Committee	
Political Group	Number of Seats
Conservative	4
Labour	2
Liberal Democrats	2
Total	8

Appeals Committee	
Political Group	Number of Seats
Conservative	2
Labour	1
Liberal Democrats	1
Total	4

Pension Board	
Employer Representative	Number of Seats
Elected Member	1
HFRS Officer	1
Scheme Member Representative	
Representative Bodies Member	1
HFRS FPS Member	1
<b>Total</b>	<b>4</b>

(c) that the Group Secretaries, in conference, with the Executive Director Service Support/Section 151 Officer inform the Monitoring Officer/Secretary of the appointment of Members to each committee;

(d) that the Constitution be amended to remove the two-term limit for the Elected Member representative on the Pension Board in order that the Authority might re-appoint Councillor Shepherd as the Elected Member to serve on the Pension Board for 2022/23;

(e) that the following appointments to Groups/Panels for 2022/23 be approved:

Group/Panel	Member Representative
Equality and Inclusion Group	Councillor Smith
Fire Death and Injury Panel (one representative from each Authority area)	Councillor Green (East Riding of Yorkshire Council) Councillor Neal (Hull City Council) Councillor Swinburn (North East Lincolnshire Council) Councillor Sherwood (North Lincolnshire Council)

(f) that the Group Secretaries in conjunction with the Executive Director Service Support/Section 151 Officer inform the Monitoring Officer/Secretary of the appointment of Members to each Member Champion role with former roles being resumed by returning Members.

**67/22 APPOINTMENT OF MEMBER REPRESENTATIVES ON CERTAIN BODIES - Resolved** - That the following appointments for 2022/23 be approved:

Body	Representative(s)
The Local Government Association Fire Commission	Councillor Briggs [Substitute: Councillor Green]
Yorkshire and Humber (Local Authorities) Employers' Association - Employers' Committee	Councillor Briggs [Substitute: Councillor Green]

**68/22 APPOINTMENT OF NOMINATED SPOKESPERSON FOR EACH CONSTITUENT AUTHORITY - Resolved** - That the following nominated spokespersons for each Constituent Authority for 2022/23 be approved:

Constituent Authority	Nominated Spokesperson
East Riding of Yorkshire Council	Councillor Green
Hull City Council	Councillor Dad
North East Lincolnshire Council	Councillor Swinburn
North Lincolnshire Council	Councillor Sherwood

**69/22 CALENDAR OF MEETINGS 2022/23 - Resolved** - That the calendar of meetings for 2022/23, as set out in the report, be approved.

**70/22 HUMBERSIDE FIRE AUTHORITY WORKSTREAMS 2022/23 - Resolved** - That the 2022/23 workstreams of the Authority, as set out in the report, be received.

**HUMBERSIDE FIRE AUTHORITY**  
**GOVERNANCE, AUDIT AND SCRUTINY COMMITTEE**

**15 JUNE 2022**

**PRESENT:** Independent Co-opted Members Chris Brown, Jim Doyle, Pam Jackson, Kathryn Lavery and Gerry Wareham.

Councillors Briggs as an observer.

Niall McKiniry - Assistant Chief Fire Officer/Executive Director of Service Delivery, Steve Duffield - Temporary Director of Prevention and Protection, Matthew Sutcliffe - Temporary Director of Service Improvement, Lisa Nicholson - Monitoring Officer/Secretary, and Samm Campbell - Committee Manager were also present. Andy McCulloch - Internal Audit (TIAA) attended remotely.

The meeting was held at the Humberside Fire and Rescue Service Headquarters, Kingston upon Hull. Meeting commenced at 10.00 a.m.

*The Monitoring Officer/Secretary took the chair for Minute 40/22.*

**PROCEDURAL**

**40/22 ELECTION OF THE CHAIRPERSON OF THE COMMITTEE 2022/23 - *Resolved*** - That James Doyle be appointed Chairperson of the Governance, Audit and Scrutiny Committee until its Annual General Meeting in 2023.

*James Doyle took the chair.*

**41/22 APOLOGIES FOR ABSENCE** - Apologies for absence were received from Kathryn Lavery.

**42/22 DECLARATIONS OF INTEREST** - There were no declarations of interest.

**43/22 MINUTES - *Resolved*** - That the minutes of the meeting of the Committee held on 11 April 2022 be confirmed as a correct record.

**44/22 MATTERS ARISING FROM THE MINUTES, OTHER THAN ON THE AGENDA** - There were no matters arising.

**GOVERNANCE**

**45/22 UPDATE: MATTERS ARISING/FEEDBACK FROM FIRE AUTHORITY** - The Monitoring Officer/Secretary provided feedback on items considered by the Fire Authority at its meetings of 29 April and 10 June 2022.

***Resolved*** - That the update be received.

**FINANCE AND PERFORMANCE**

**46/22 DRAFT ANTI-FRAUD AND CORRUPTION STATEMENT 2020/21** - The Temporary Director of Service Improvement submitted a report summarising the draft Anti-Fraud and Corruption Statement for 2021/22.

The Statement summarised the key incidents and issues from the year 2021/22. The Service had four main policies (reviewed annually) in place relating to fraud and corruption:

Whistleblowing, Anti-Bribery, Anti-Money-Laundering, and Anti-Fraud and -Corruption. Staff members were periodically reminded of the policies and provided with information on how to report any concerns they might have, with an option to report anonymously to an external organisation.

**Resolved** - That the report be received;

**47/22 HMICFRS INSPECTION UPDATE** - The Temporary Director of Service Improvement provided the Committee with a verbal update in relation to Her Majesty's Inspectorate of Constabulary and Fire and Rescue Service's (HMICFRS).

The Service had completed and returned pre-publication checks on HMICFRS's draft inspection report and it was expected that the final version would be published later in the summer. The Inspectorate had begun a consultation on its inspection programme with reference to the length and scope of inspections and future themed inspections (such as the ones conducted in relation to Covid-19).

**Resolved** - That the update be received.

### **SCRUTINY PROGRAMME**

**48/22 DRAFT GAS COMMITTEE SCRUTINY PROGRAMME 2022/23** - The Committee Manager submitted a report summarising the Committee's draft Scrutiny Programme 2022/23.

**Resolved** - That the Programme be approved with thanks to the Committee Manager.

## ANNUAL STATEMENT OF ACCOUNTS 2021/22 - UNAUDITED

### SUMMARY

1. This report contains the Authority's full unaudited Statement of Accounts for 2021/22 (see Appendix A) and also highlights below the key aspects of revenue and capital outturn for the year.
2. The Accounts covered by this report in Appendix A are subject to audit by Mazars in their role as the Authority's external auditor. The draft unaudited Statement of Accounts for 2021/22 was signed and published on the Authority's website on 17 June 2022 which is an excellent achievement.

### RECOMMENDATIONS

3. That Members:
  - (a) take assurance from the Accounts presented; and
  - (b) approve the Capital Programme Rephasing at paragraph 8 of this report.

### 2021/22 ANNUAL STATEMENT OF ACCOUNTS

4. The production of the Annual Accounts is a key task for the Finance Team.
5. Shaun Edwards within our Finance Team has undertaken a significant amount of the work required to deliver our Annual Accounts and he has done an excellent job against very tight timescales delivering them in a timely manner.
6. Mazars (the Authority's External Auditors) have been very supportive throughout the process and have participated in regular meetings during the period.

### 2021/22 FINANCIAL YEAR

#### 7. Revenue Budget

The revenue budget contains all of the Authority's day-to-day expenditure for the financial year.

The outturn position for the revenue budget for 2021/22 is a £0.991m underspend. This compares well to the period 11 end of February 2022 projection (£0.988m underspend) in the Management Accounts.

The full schedule of variances are set out in more detail in Appendix 1 of the attached Statement of Accounts on pages 68 and 69.

## 8. Capital Programme

The outturn for the Capital Programme shows a spend of £1.960m. The table in Appendix 2 on page 70 of the Annual Accounts sets this out in detail. Across the categories of the capital programme the picture is broadly as follows:-

- (A) Estates: Invest to Save (£0.165m).
- (B) Vehicles: fleet replacement (£0.242m).
- (C) Plant and Equipment: Personal Protective Equipment (£1.036m); IT (£0.260m) and equipment (£0.127m).

The schemes that have not completed in 2021/22 are shown below and therefore it is proposed that the following allocations be rephased into the 2022/23 Capital Programme as follows:-

Project	2021/22		
	Allocation £'000	Actual £'000	Proposed Rephasing into 22/23 £'000
<b>Buildings</b>			
Invest to Save	207	165	42
Goole Fire Station	387	-	387
Scunthorpe Fire Station	100	-	100
Pocklington Fire Station	100	-	100
Bridlington Fire Station	100	-	100
BA Training Refurbishment	8	-	8
Immingham East Fire Station	350	-	350
Winterton Fire Station	150	-	150
Cromwell Road Fire Station	250	-	250
Capital Furniture and Fixtures	8	-	8
Snaith Fire Station	50	-	50
Co-location	97	-	97
Howden Fire Station	390	-	390
Other Minor Capital Schemes	22	-	22
<b>Vehicles</b>			
Operational	1,633	197	1,436
Support	655	45	610
<b>Plant &amp; Equipment</b>			
IT Equipment	601	260	341
PPE	1,400	1,036	364
Equipment	557	127	430
	<b>7,065</b>	<b>1,830</b>	<b>5,235</b>

\*Only schemes with rephasing are included in the table above

## RESERVES

9. Table 1 below shows the overall position on Reserves at 31 March 2022 / 1 April 2022.

**Table 1**

**Summary of Reserves 31 March 2022 / 1 April 2022**  
(excluding ESFM (Humberside) Ltd Reserve)

Reserve	31 March 2022 £m	Proposed Movements £m	1 April 2022 £m	Notes
<b>General Reserve</b>	7.438	(1.530)	5.908	To maintain the Prudent Minimum level of reserves based on assessment annually.
<b>Earmarked Reserves</b>				
Insurance	0.500		0.500	To meet potential uninsured losses.
The Ark - National Flood Resilience Centre	1.000		1.000	To meet HFA possible contribution to the Ark project
Capital Programme Funding	4.160	(0.750)	3.410	Funding for the Capital Programme to replace capital grant funding from the Home Office which has now ceased
Business Continuity Reserve*	0.300	0.700	1.000	To meet any expenditure required in relation to maintaining the Service's resilience
ESMCP	0.265		0.265	To meet the costs of the ESMCP roll-out
Grenfell and Protection	0.071		0.071	Home Office funding to respond to the Grenfell Tower Inquiry findings and Protection investment
East Coast & Hertfordshire Control Room Consortium	0.470	0.530	1.000	To meet Humberside's share of the infrastructure costs of the East Coast and Hertfordshire Control Room Consortium.
Uniform Replacement Programme	0.150	(0.150)	0.000	Uniform Replacement Programme now completed
Pay and Prices	0.000	1.200	1.200	Funding for anticipated pay and prices increases in excess of budget assumptions
COVID	0.210		0.210	To meet ongoing costs of responding to COVID-19
Environmental Initiative	0.030		0.030	Develop environmental infrastructure
<b>Total Revenue Reserves</b>	14.594	-	14.594	

\*previously named resilience reserve

10. Table 1 shows overall revenue reserves of £14.594m at 31 March 2022. The Authority has worked hard in recent years to deliver a sound level of reserves. This is particularly important against the uncertain financial backdrop for 2023/24 onwards.
11. The Authority's budget is balanced for 2022/23. The Service is monitoring carefully the financial impact of inflationary pressures and pay awards. 2023/24 onwards will require careful monitoring given that the Government's austerity programme is likely to continue beyond 2022/23.

## DIRECTORS' DECLARATIONS

12. International Auditing Standards require auditors to ask management and those charged with governance about arrangements that the body has put in place:
- to prevent and detect fraud; and
  - to comply with applicable law and regulations.
13. This requirement applies each year as part of the audit of the Authority's Annual Accounts. The Authority's written response to the questions posed is included as

Appendix B to this report. The Chair of the Authority, the CFO/CE and the Section 151 Officer signed the final version and returned it Mazars.

#### UPDATE ON THE AUDIT

14. Mazars will commence their audit work on 20 June 2022. The Government has specified that the timescales for Annual Account sign-off by the S151 Officer is 31 July 2022 and also the completion of the audit is 30 September 2022.

#### CONCLUSION

15. This report captures the financial impact of the Authority's activities during the 2021/22 financial year. The picture is one of robust finances despite the austerity that has been in place over the period 2011/12 to 2020/21.
16. The financial challenges will continue over the period 2023/24 onwards and the Authority is well placed to meet these challenges.

#### STRATEGIC PLAN COMPATIBILITY

17. Good financial management is a key enabler for the achievement of the Authority's Strategic Objectives.

#### FINANCIAL/RESOURCES/VALUE FOR MONEY IMPLICATIONS

18. Timely and accurate financial statements are key to the Authority's financial health and financial planning.

#### LEGAL IMPLICATIONS

19. The Fire Authority must approve the final audited accounts by 30 September 2022 for 2021/22 Annual Accounts.

#### EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS

20. An Equality Analysis will be undertaken on any relevant aspects as required.

#### CORPORATE RISK MANAGEMENT IMPLICATIONS

21. No direct issues arising but the Authority continues to actively mitigate risks by earmarking reserves where possible. This is a prudent approach and an essential element of sound financial management.

#### HEALTH AND SAFETY IMPLICATIONS

22. No direct issues arising.

#### COMMUNICATION ACTIONS ARISING

23. No direct issues arising.

#### DETAILS OF CONSULTATION AND/OR COLLABORATION

24. The Authority's Finance Officers have worked closely with Mazars since January 2022 to ensure that robust arrangements were in place to produce the 2021/22 Statement of Accounts. The statutory notice to 'call the audit' was placed on the Service's website on 16 May 2022 and the public inspection period for the Accounts commenced on 20 June 2022.

#### BACKGROUND PAPERS AVAILABLE FOR ACCESS

25. 2021/22 Annual Accounts working papers.



RECOMMENDATIONS RESTATED

26. That Members:

- (a) take assurance from the Accounts presented; and
- (b) approve the Capital Programme Rephasing at paragraph 8 of this report.

**K WILSON**

Officer Contact: Kevin Wilson ☎ 01482 567183  
Executive Director of Finance/S151 Officer

Humberside Fire & Rescue Service  
Summergroves Way  
Kingston upon Hull

KW/MS  
June 2022



2021/22



**HUMBERSIDE**  
Fire & Rescue Service

# **Humberside Fire Authority Annual Accounts 2021/22 (Unaudited)**

## Contents

Narrative Report	3
Audit Opinion	11
Statement of Responsibilities for the Statement of Accounts	14
Movement in Reserves Statement	15
Comprehensive Income and Expenditure Statement	17
Balance Sheet	18
Cash Flow Statement	19
<b>Notes to the Financial Statements</b>	
Note 1 – Accounting Policies	20
Note 2 – Expenditure and Funding Analysis	30
Note 3 – Material Risk and Uncertainty	31
Note 4 – Pensions	32
Note 5 – Non Current Assets	41
Note 6 – Reserves held by the Authority	46
Note 7 – Borrowing and Investments	49
Note 8 – Other Creditors and Debtors	50
Note 9 – Financial Instruments	51
Note 10 – Note to Expenditure and Funding Analysis Statement (Adjustments between Accounting basis and Funding basis under Regulation)	56
Note 11 – Other Operating Expenditure, Financing, Investment Income, Taxation and Non-Specific Grants	57
Note 12 – Related Parties	58
Note 13 – Members’ Allowances	59
Note 14 – Officers’ Emoluments	59
Note 15 – Other notes to the Financial Statements	61
Note 16 – Cash Flow notes	62
Firefighters’ Pension Fund Account	64
Certifications	67
Appendix 1 – Revenue Variance Analysis	68
Appendix 2 – Capital Expenditure breakdown and variance analysis	70
Appendix 3 – Glossary of Terms	71
Appendix 4 – Feedback Form	79
Appendix 5 – Annual Governance Statement	81

## **Narrative Report by the Executive Director of Finance/Section 151 Officer**

### **Introduction**

The Statement of Accounts summarises the financial performance of the Authority for year ended 31 March 2022. These accounts have been prepared in accordance with the requirements of the Code of Practice on Local Authority Accounting in the United Kingdom 2021/22 published by the Chartered Institute of Public Finance and Accountancy (CIPFA).

The purpose of the narrative report is to offer interested parties a fair, balanced and easily understandable guide to the most significant matters reported in the accounts. The inevitable use of technical language has been kept to a minimum. A 'Glossary of Terms' (to help explain some of the technical terms) can be found in the appendices.

### **Organisational Summary**

Humberside Fire and Rescue Service (HFRS) serves the communities within the areas of East Riding of Yorkshire Council, Kingston upon Hull City Council, North East Lincolnshire Council and North Lincolnshire Council. Governance of HFRS is provided through the Humberside Fire Authority (HFA) made up of elected members, nominated by each local authority.

Detailed in the 'Fire and Rescue National Framework for England', as approved under section 21 of the Fire and Rescue Services Act 2004, are the priorities of a fire and rescue authority, required in order to fulfil their statutory duty, to ensure provision of core functions:

- Make appropriate provision for fire prevention and protection activities and response to fire and rescue related incidents.
- Identify and assess the full range of foreseeable fire and rescue related risks their areas face.
- Collaborate with emergency services and other local and national partners to increase the efficiency and effectiveness of the service they provide.
- Be accountable to communities for the service they provide; and
- Develop and maintain a workforce that is professional, resilient, skilled, flexible, and diverse.

### **The Humberside region**

HFRS serves a population of almost one million people across a geographical area of 1,358 square miles. Each of the unitary authority areas present the Service with different challenges, consisting of urban, rural, and coastal communities with some affluent areas and some areas suffering from significant deprivation.

The service area also includes a broad range of industrial and heavy commercial risks; having the second highest number of high hazard industrial sites in the UK. These include major petrochemical sites, natural gas storage, pharmaceutical industries, and large port complexes. Almost a quarter of the UK's sea borne trade passes through the Humber ports of Hull, Immingham, Grimsby, and Goole including 25% of the country's petroleum.

### **Service Statistics**

- Number of fire stations: 31
- Number of fire engines: 46 frontline and 10 reserve
- Number of specialist emergency response vehicles: 27
- Number of Co-Responding and Falls vehicles: 18
- Number of staff: 1041

## Structure and Fire Station Locations

HFRS operates under a Service delivery structure with 4 districts, divided by the physical boundary of the Humber Estuary and river into North (Hull and East Riding) and South (North Lincolnshire and North East Lincolnshire). The respective Service delivery teams have the responsibility for all operational and safety matters in their area.



## Integrated Risk Management Plan (IRMP) and Strategic Plan

Each fire and rescue authority must produce an IRMP, which is available to the public. The plan must reflect the following information:

- reflect up to date risk analyses including an assessment of all foreseeable fire and rescue related risks that could affect the area of the authority;
- demonstrate how prevention, protection and response activities will best be used to prevent fires and other incidents and mitigate the impact of identified risks on its communities, through authorities working either individually or collectively, in a way that makes best use of available resources;
- outline required service delivery outcomes including the allocation of resources for the mitigation of risks;
- set out its management strategy and risk-based programme for enforcing the provisions of the Regulatory Reform (Fire Safety) Order 2005 in accordance with the principles of better regulation set out in the Statutory Code of Compliance for Regulators, and the Enforcement Concordat;
- cover at least a three-year time span and be reviewed and revised as often as it is necessary to ensure that the authority is able to deliver the requirements set out in this Framework;
- reflect effective consultation throughout its development and at all review stages with the community, its workforce and representative bodies and partners; and
- be easily accessible and publicly available.

The chief fire officer must, in exercising their functions, have regard to the fire and rescue authority's IRMP and any set objectives and priorities which may then be outlined in a strategic plan. The fire and rescue authority should give due regard to the professional advice of the Chief Fire Officer while developing the IRMP and when making decisions affecting the fire and rescue service.

[Click here](#) to view the Services IRMP and Strategic Plans.

### The work of HFRS

HFRS have a legal duty to provide a fire and rescue service that meets the needs of the local communities, in accordance with the Service's IRMP. HFRS is prepared to deal with a wide range of emergencies, from house fires and road traffic collisions, to floods and chemical spills.

HFRS are responsible for the enforcement of fire prevention, petroleum, and explosives legislation, working with our communities to help keep people and property safe, providing a fire and rescue service for the people that live, work, and visit the Humberside area.

HFRS's emergency medical response teams are trained to respond immediately to life threatening calls received by the ambulance service, providing first responder intervention and increasing the chances of survival. In partnership with other agencies in the Hull area HFRS formed a Falls Intervention Response Safety Team, to deal with non-immediate life threatening incidents, predominantly following a fall, aiming to prevent the medical impact of such incidents while increasing and reducing the impact of less urgent calls on frontline services for both the health service and HFRS.

HFRS believe the most effective way to save lives and reduce injuries, to lessen the broader community impact from emergencies, is to engage in preventative activities to decrease the number of incidents that occur. To support such activities HFRS works closely with partner organisations and communities. Through the use of dedicated HFRS staff teams employed to work within the community, such as Safety Advocates, they are able to engage with those people most vulnerable to fire, providing information and education. This includes signposting people who are vulnerable from issues not directly related to the fire service such as older people who may be at risk from severe weather, or household security.

HFRS have legal responsibilities to enforce fire safety legislation and do this by providing free advice to businesses to support their compliance with legislative requirements. If it is necessary, to keep the public and our firefighters safe, HFRS will prohibit or restrict the use of premises and prosecute persons responsible for breaches of legislation.

### Response Standards

HFRS response standards tell how quickly we aim to have a fire engine in attendance at an incident. They are based on (Domestic) Risk Areas, assessed as High, Medium, or Low. To enable us to assess the dwelling risk within our communities, our area is divided into 41 groupings of around 20000 residents. We call these 'Risk Regions' with 41 identified in our Service area, varying in geographical size. The dwelling risk rating is based upon the casualty and fatality rate per head of population within each risk region.

In managing these risks, the HFRS sends two fire engines to every fire in a home and to road traffic collisions, aiming to arrive within the time frames categorised below:

- **High Risk Area:** 8 Minutes
- **Medium Risk Area:** 12 Minutes
- **Low Risk Area:** 20 Minutes
- **Road Traffic Collision:** 15 Minutes

The performance target for the **first engine** in attendance, is to accomplish the response standards on a least 90% of occasions. In 2021/22 the first engine exceeded these standards achieving 98% on all occasions.

The performance target for the **second engine** in attendance, is to accomplish the response standards on a least 80% of occasions. In 2021/22 the second engine exceeded these standards achieving 89% on all occasions.

### Optimum Crewing Model (OCM)

The OCM is developed to ensure the right number of Fulltime and On-Call staff, with the right skills, are available at all times. The OCM is informed and clauaclated against Service response standards, with the resulting availability percentages required as follows:

- 100% Full-Time
- 95% On-Call (First Engine)
- 80% On-Call (Second Fire Engine).

### Service Performance Summary 2021/22

Service Performance Indicator (SPI)	Service Target	Actual Performance
SPI 1 Total Fatalities	Aspirational Zero	2 ( <i>Accidental Dwelling Fires</i> )
SPI 1.1 Total Casualties	Aspirational Zero	21 ( <i>Fire related incidents</i> )

The proceeding data is a breakdown of the total number of key incidents across 2021/22. Where appropriate Service Performance Indicators (SPI) are performance managed against calculated thresholds to define the range between high and low performance values for each of the different incidents. Thresholds enable the Service to analyse trends more accurately and less reactionary, enabling the deployment of resources and / or intervention activities more effectively.

<b>Red</b>	Performance that is a concern and needs addressing (above the upper threshold limits)
<b>Green</b>	Performance is positive and should be replicated (below the lower threshold limits)
<b>Blank</b>	Performance is stable between upper and lower thresholds

SPI	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	Total
SPI 2.2 Total Deliberate Fires	39	39	24	25	45	60	49	28	33	28	21	30	421
SPI 2.3 Accidental Dwelling Fires	42	31	28	28	36	29	29	43	25	37	36	31	395
SPI 2.4 Deliberate Secondary Fires	337	142	171	119	185	237	208	260	79	133	120	177	2168
SPI 2.5b False Alarm Non Domestic	62	72	85	100	123	116	98	108	95	85	63	84	1091

[Click here](#) to view further performance reports



The Authority's Accounts for the year 2021/22 are set out on pages 1-70 and in addition to this narrative report they consist of:

**The Statement of Responsibilities** details the responsibilities of the Authority and the Executive Director of Finance/S.151 Officer for the Accounts. This statement is signed and dated by the Executive Director of Finance/S.151 Officer under a statement that the Accounts give a True and Fair View of the financial position of the Authority at the accounting date and its income and expenditure for the year ended 31 March 2022.

**The Movement in Reserves Statement** shows the movement in the year on the different Reserves held by the Authority. This statement is split into usable and unusable Reserves; the usable Reserves are those that can be used by the Authority to fund expenditure; and the unusable Reserves are those Reserves that are required to mitigate the effect of some transactions on council tax and those Reserves that are created to mitigate unrealised gains and losses.

**The Comprehensive Income and Expenditure Statement** shows the accounting cost of providing services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation. The Authority raises taxation in accordance with regulations which are different from the accounting cost. The taxation position is shown in the Movement in Reserves Statement (the movement on usable reserves).

**The Balance Sheet** which shows the value of the Assets and Liabilities recognised by the Authority at the Balance Sheet date.

**The Cash Flow Statement** which shows the changes in cash and cash equivalents during the year. This statement shows how the Authority generates and uses its cash and cash equivalents by classifying cash flows as operating, investing and financing activities.

**The Pension Fund Account** which shows the movements relating to the Firefighters' Pension Fund.

## **2021/22 Financial Year**

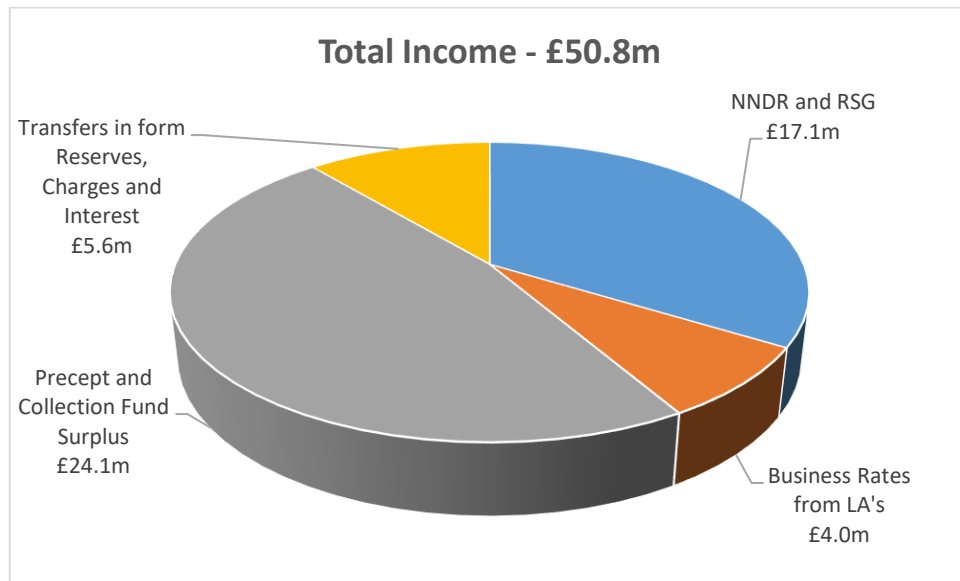
Since 2011/12 the Authority has suffered a circa 40% reduction in external funding which equates to approximately £11.5m.

Despite these significant challenges the Authority continues to take a very prudent approach to its finances. To this end, £11.5m of efficiencies have been implemented over the years 2011 to 2019.

Historically, the Authority has lived within its means and delivered a modest underspend in recent years. The 2021/22 financial year has seen the Authority deliver an underspend which signifies good financial management given increased cost pressures in relation to annual pay awards and general inflationary increases in relation to commodities such as gas, electricity and fuel.

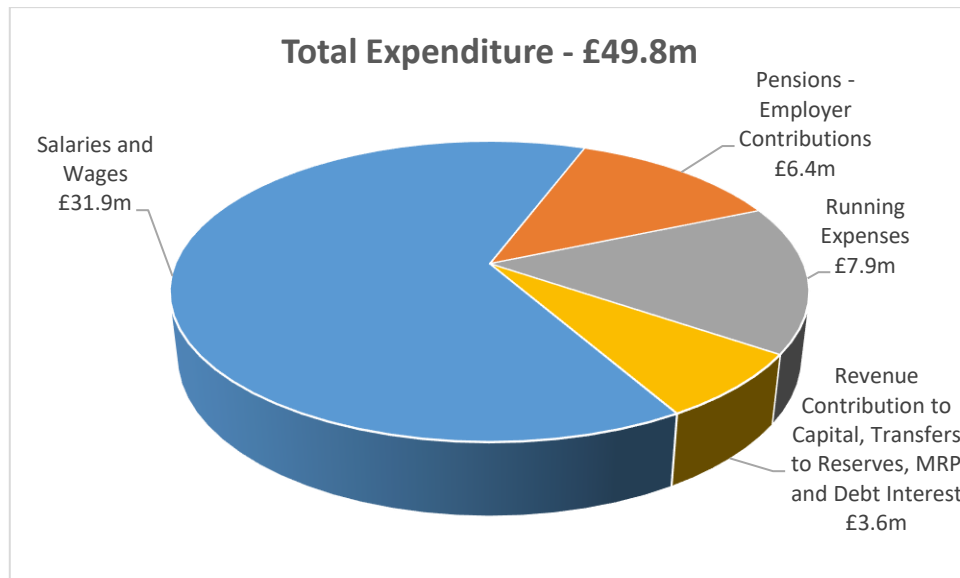
The Authority's position over the medium-term is sound, but will be kept under continuous review particularly with regard to any cost pressures arising and also pay awards that may be agreed over the next 2 to 3 years against a backdrop of tight financial settlements from the Government.

## Income



In 2021/22, the Authority received Revenue Support Grant and an allocation of pooled National Non-Domestic Rates directly from Central Government. It also sets a Precept (council tax) throughout the Humberside area for the balance of its expenditure requirements. The Precept set for 2021/22 was £24.15m (2020/21 was £23.82m) which equated to a Council Tax Band D Equivalent of £88.35 (2020/21 was £86.63).

## Expenditure



## Budget Outturn Position

Income of £50.834m was received by the Authority of which £49.843m was incurred on expenditure during 2021/22 leaving a surplus of £0.991m (appendix 1 shows how this reconciles with the Movement in Reserves Statement and the Expenditure and Funding Analysis in note 2).

## Analysis of the Major Revenue Variances (a comprehensive table is presented in Appendix 2)

### Non Pay Variances

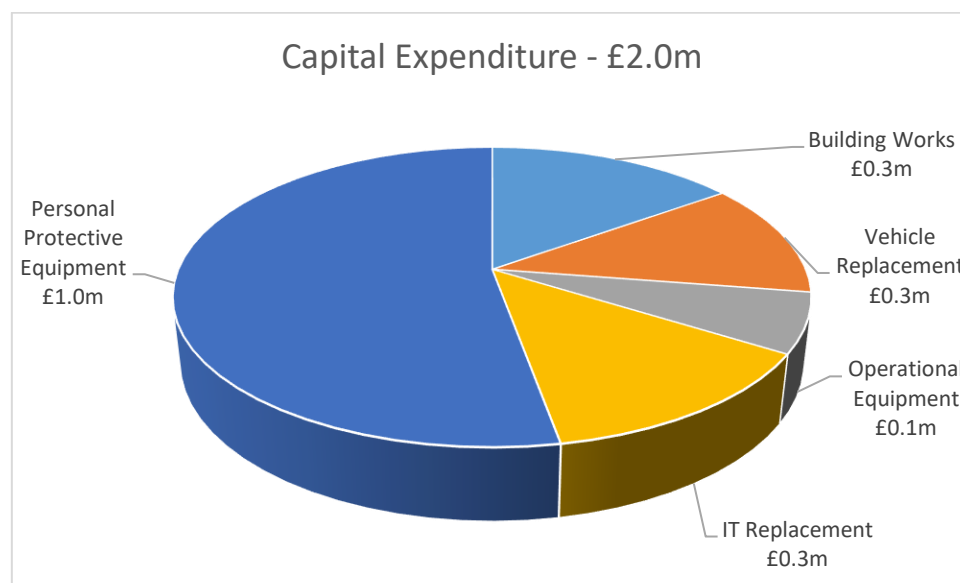
During 2021/22, the overall variance across all non-pay budgets was an underspend of £593k. This was primarily due to lower ICT costs due to investment in the WAN in previous years, lower business rate charges, lower spend on travel costs and fuel.

### Income

During 2021/22 the Authority received £1,143k additional income relating mainly to additional Government grants, staff secondments, funding of the Road Safety team and additional aerial rental income received.

### Capital Expenditure

During 2021/22 £2.0m was invested in capital projects. These projects include various building works across the estate, replacement programmes for vehicles, operational equipment and IT replacement. (A more detailed breakdown is provided in Appendix 2).



### Financing of Capital Expenditure

The Authority has a rolling capital programme that is reviewed throughout the year. The programme is financed by external borrowing, capital receipts and revenue contributions.

### Humberside Fire Authority Reserves

Balances at 1 April 2021 stood at £13.782m. £252k was transferred from Earmarked Reserves during 2021/22. £74k was transferred to the General Reserve and by adding £991k, the surplus for the year, balances at 31st March 2022 now stand at £14.594m (exclusive of the ESFM (Humberside) Ltd Reserve).

### Future Spending Plans

The Authority has published a Medium-Term Resource Strategy for 2022/23 – 2025/26 which sets out the overall shape of the Authority's budget. It establishes how available resources will best deliver corporate objectives and mitigate corporate risks identified in the Strategic Plan. The current level of borrowing, including long-term leases held by the Authority, is £20.188m. The operational boundary is £28.5m and the authorised limit is £34.5m (these are part of the Authority's prudential indicators that have been previously agreed in the Authority's Treasury Management report; Fire Authority March 2022).

### International Accounting Standard 19 (IAS 19)

IAS 19 requires employers to report the full cost of pension benefits as they are earned, regardless of whether they have been paid for. The total liability is £710.764m (2020/21 was £719.022m); this is split between the

Local Government Pension Scheme £9.374m (2020/21 was £15.572m) and the Firefighters' Pension Scheme £701.390m (2020/21 was £703.450m). The Authority's liability includes the Firefighters' Pension Scheme 1992, the Firefighters' Pension Scheme 2006, Firefighters' Pension Scheme 2015 and the Modified Firefighters' Pension Scheme. It should be noted that IAS 19 does not impact upon the level of balances held by the Authority. (Under IAS19 injury awards are now recognised in the accounts of the Authority).

### **Humberside Fire Authority Pension Fund Account**

The Financial Statements include a separate section for the Humberside Fire Authority Pension Fund Account. Under the pension funding arrangements each Authority in England is required by legislation to operate a Pension Fund and the amounts that must be paid into and out of the fund are specified by regulation.

### **Change in Statutory Function**

There have been no changes to the Authority's statutory functions during 2021/22.

### **Significant Change in Accounting Policies**

There have been no significant changes to the accounting policies used by the Authority.

### **Material Events after 31 March**

There are no material events after 31 March to disclose.

### **Going Concern**

The savings proposals previously agreed have resulted in a balanced budget for 2022/23 and over the life of the Medium-Term Resource Strategy so the Authority will remain a Going Concern. Practice Note 10 of the Financial Reporting Councils Statement of Recommended Practice assumes that public sector organisations will remain as going concerns provided the services continue of which there is no plan to stop delivering a Fire and Rescue Service for Humberside.

### **Further Information**

The Statement of Accounts is intended to give electors, Members, employees and other interested parties clear information about the Authority's finances. I would welcome any comments, which would help to improve the information. To this end a questionnaire has been devised and included in the Accounts.

Further information about the accounts is available from the Finance Section, Service Headquarters, Summergroves Way, Hull, HU4 7BB. In addition, interested members of the public have a statutory right to inspect the accounts before the audit is completed. The availability of the accounts for inspection is advertised in the local press throughout the Humberside area and on the Authority's website [www.humbersidefire.gov.uk](http://www.humbersidefire.gov.uk).

### **Acknowledgment**

I would like to express my appreciation to Martyn Ransom, Shaun Edwards and colleagues within the Finance team for their assistance in compiling the financial statements.

### **Kevin J Wilson BSc Econ (Hons), FCPFA**

Executive Director of Finance/Section 151 Officer – June 2022

Deliberately left blank to include the Audit Opinion

Deliberately left blank to include the Audit Opinion

Deliberately left blank to include the Audit Opinion

## Statement of Responsibilities for the Statement of Accounts

### The Authority's Responsibilities

The Authority is required:

- To make arrangements for the proper administration of its financial affairs and to ensure that one of its officers has the responsibility for the administration of those affairs. In this Authority that officer is the Executive Director of Finance and Section 151 Officer;
- To manage its affairs to ensure economic, efficient and effective use of resources and to safeguard its assets;
- To approve the Statement of Accounts.

**I confirm that these accounts were approved at the Fire Authority meeting held on 23 September 2022.**

<b>Signed</b>	<b>Date</b>
---------------	-------------

### Executive Director of Finance and Section 151 Officer Responsibilities

The Executive Director of Finance and Section 151 Officer is responsible for the preparation of the Authority's Statement of Accounts which, in accordance with the *Code of Practice on Local Authority Accounting in Great Britain* (the 'Code of Practice'), issued by the Chartered Institute of Public Finance and Accountancy (CIPFA) is required to present fairly the financial position of the Authority at the accounting date, and its income and expenditure for year ended 31 March 2022.


In preparing this Statement of Accounts, the Executive Director of Finance/Section 151 Officer has:

- Selected suitable accounting policies and then applied them consistently;
- Made judgements and estimates that were reasonable and prudent;
- Complied with the Code of Practice.

The Executive Director of Finance and Section 151 Officer has also:

- Kept proper accounting records which are up to date;
- Taken reasonable steps for the prevention and detection of fraud and other irregularities.

In accordance with regulation 9(1) of the Accounts and Audit Regulations 2015, I certify that the attached Statement of Accounts presents a True and Fair View of the financial position of the Authority as at 31 March 2022 and its income and expenditure for the year

<b>Signed</b> 	<b>Date</b> <b>16<sup>th</sup> June 2022</b>
--	---



**STATEMENT OF ACCOUNTS**  
**MOVEMENTS IN RESERVES STATEMENT**

This statement shows the movement in the year on the different Reserves held by the Authority, analysed into 'Usable Reserves' (i.e. those that can be applied to fund expenditure or reduce local taxation) and other Reserves. The Surplus or (Deficit) on the Provision of Services line shows the true economic cost of providing the Authority's services, more details of which are shown in the Comprehensive Income and Expenditure Statement. These are different to the statutory amounts required to be charged to the General Reserve Balance for council tax setting purposes. The Net Increase / (Decrease) before transfers to Earmarked Reserves shows the statutory General Fund before any discretionary transfers to or from Earmarked Reserves undertaken by the Authority.

**2021/22**

	Earmarked Reserves	General Fund Balance	Usable Capital Receipts Reserve	Total Usable Reserves	Pensions Reserve	Capital Adjustment Account	Revaluation Reserve	Collection Fund Adjustment Account	Accumulated Absences Account	Total Authority Reserves
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>Note(s)</b>	<b>6</b>	<b>10</b>			<b>4</b>	<b>6</b>	<b>6</b>			
<b>Restated Balance at 31 March 2021*</b>	7,363	6,373	-	13,737	(719,022)	20,377	8,919	443	(630)	(676,176)
Surplus or (Deficit) on Provision of Services (accounting basis)		(22,490)		(22,490)						(22,490)
Other Comprehensive Income and Expenditure				-	31,479		14,329			45,808
<b>Total Comprehensive Income and Expenditure</b>	-	(22,490)	-	(22,490)	31,479	-	14,329	-	-	23,318
Adjustments between Accounting Basis & Funding Basis under Regulations (Note 10)		23,706	29	23,735	(23,221)	(828)	(58)	162	210	-
<b>Net Increase / (Decrease) before transfers to Earmarked Reserves</b>	-	1,216	29	1,245	8,258	(828)	14,271	162	210	23,318
Transfers to / (from) Earmarked Reserves	153	(153)		-						-
<b>Increase / (Decrease) in Year</b>	153	1,063	29	1,245	8,258	(828)	14,271	162	210	23,318
<b>Balance at 31 March 2022</b>	7,516	7,438	29	14,984	(710,764)	19,549	23,190	605	(420)	(652,855)

The accompanying notes form part of these Financial Statements.

\*2020/21 balances have been restated (see note 15).

## MOVEMENT IN RESERVES STATEMENT

2020/21

Note(s)	Earmarked Reserves £'000	General Fund Balance £'000	Total Usable Reserves £'000	Pensions Reserve £'000	Capital Adjustment Account £'000	Revaluation Reserve £'000	Collection Fund Adjustment Account £'000	Accumulated Absences Account £'000	Total Authority Reserves £'000
<b>Balance at 31 March 2020</b>	<b>6</b> 5,784	<b>10</b> 5,758	<b>11,544</b>	<b>4</b> (618,399)	<b>6</b> 22,482	<b>6</b> 4,909	<b>470</b>	<b>-</b>	<b>(578,994)</b>
Surplus or (Deficit) on Provision of Services (accounting basis)		(23,669)	<b>(23,669)</b>						<b>(23,669)</b>
Other Comprehensive Income and Expenditure			-	(78,176)		494			<b>(77,682)</b>
<b>Total Comprehensive Income and Expenditure</b>	<b>-</b>	<b>(23,669)</b>	<b>(23,669)</b>	<b>(78,176)</b>	<b>-</b>	<b>494</b>	<b>-</b>	<b>-</b>	<b>(101,351)</b>
Adjustments between Accounting Basis & Funding Basis under Regulations (Note 10)		25,864	<b>25,864</b>	(22,447)	(2,707)	(52)	(27)	(630)	-
<b>Net Increase / (Decrease) before transfers to Earmarked Reserves</b>	<b>-</b>	<b>2,195</b>	<b>2,195</b>	<b>(100,623)</b>	<b>(2,707)</b>	<b>442</b>	<b>(27)</b>	<b>(630)</b>	<b>(101,351)</b>
Transfers to / (from) Earmarked Reserves	1,579	(1,579)	-						-
<b>Increase / (Decrease) in Year</b>	<b>1,579</b>	<b>615</b>	<b>2,194</b>	<b>(100,623)</b>	<b>(2,707)</b>	<b>442</b>	<b>(27)</b>	<b>(630)</b>	<b>(101,351)</b>
<b>Balance at 31 March 2021</b>	<b>7,363</b>	<b>6,373</b>	<b>13,737</b>	<b>(719,022)</b>	<b>19,775</b>	<b>5,351</b>	<b>443</b>	<b>(630)</b>	<b>(680,346)</b>

The accompanying notes form part of these Financial Statements.

## COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT

This statement shows the accounting cost in the year for providing services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation. Authorities raise taxation to cover expenditure in accordance with regulations; this may be different from the accounting cost. The taxation position is shown in the Movement in Reserves Statement.

Year ended 31 March 2021			Year ended 31 March 2022		
£'000	£'000	£'000	£'000	£'000	£'000
Gross Expenditure	Gross Income	Net Expenditure	Gross Expenditure	Gross Income	Net Expenditure
3,502	(576)	2,926	3,348	(446)	2,902
39,605	(668)	38,936	37,855	(675)	37,180
16,710	(846)	15,863	16,627	(1,606)	15,022
130		130	132		132
28		28	15		15
25		25			-
<b>60,000</b>	<b>(2,090)</b>	<b>57,908</b>	<b>57,978</b>	<b>(2,726)</b>	<b>55,251</b>
226	(65)	161	193	(29)	164
14,510	(12)	14,498	15,094	(16)	15,078
	(48,897)	(48,897)		(48,002)	(48,002)
		<b>23,670</b>			<b>22,490</b>
		(494)			(14,329)
		78,176			(31,479)
		<b>77,682</b>			<b>(45,808)</b>
		<b>101,352</b>			<b>(23,318)</b>

\* included within Fire Fighting & Rescue Operations are the costs of Safety work carried out by Firefighters who provide response duties.

The accompanying notes form part of these Financial Statements.

**BALANCE SHEET**

The Balance Sheet shows the value as at the Balance Sheet date, of the Assets and Liabilities recognised by the Authority. The net Assets of the Authority (Assets less Liabilities) are matched by the Reserves held by the Authority. Reserves are reported in two categories; the first category of Reserves are usable Reserves, i.e. those Reserves that the Authority may use to provide services, subject to the need to maintain a prudent level of Reserves and any statutory limitations on their use (for example the Capital Receipts Reserve that may only be used to fund capital expenditure or repay debt); the second category of reserves includes amounts that would only become available to provide services if the assets were sold; and Reserves that hold a timing difference as shown in the Movement in Reserves Statement line 'Adjustments between accounting basis and funding basis under regulations.'

<b>Restated 31 March 2021*</b>			<b>31 March 2022</b>
<b>£'000</b>		<b>Note(s)</b>	<b>£'000</b>
50,133	Property, Plant & Equipment	<b>5</b>	62,928
68	Intangible Assets	<b>5</b>	25
<b>50,201</b>	<b>Long-Term Assets</b>		<b>62,953</b>
364	Inventories		406
7,000	Short-Term Investments	<b>7</b>	11,005
9,409	Short-Term Debtors	<b>8</b>	11,928
1,267	Cash and Cash Equivalents	<b>16</b>	149
<b>18,040</b>	<b>Current Assets</b>		<b>23,489</b>
(7,334)	Short-Term Creditors	<b>8</b>	(8,201)
(127)	Short-Term Provisions		(143)
(931)	Short-Term Borrowing	<b>7</b>	(1,006)
<b>(8,392)</b>	<b>Current Liabilities</b>		<b>(9,350)</b>
(16,069)	Long-Term Borrowing	<b>7</b>	(18,170)
(719,957)	Other Long-Term Liabilities	<b>4/7</b>	(711,777)
<b>(736,026)</b>	<b>Long-Term Liabilities</b>		<b>(729,947)</b>
<b><u>(676,176)</u></b>	<b>Net Assets/(Liabilities)</b>		<b><u>(652,855)</u></b>
13,737	Usable Reserves	<b>6/10</b>	14,984
(689,913)	Unusable Reserves	<b>4/6</b>	(667,839)
<b><u>(676,176)</u></b>	<b>Total Reserves</b>		<b><u>(652,855)</u></b>

The accompanying notes form part of these Financial Statements.

\*2020/21 balances have been restated (see note 15).

## CASH FLOW STATEMENT

The Cash Flow Statement shows the changes in cash and cash equivalents of the Authority during the accounting period. The statement shows how the Authority generates and uses cash and cash equivalents by classifying cash flows as operating, investing and financing activities. The amount of net cash flows arising from operating activities is a key indicator of the extent to which the operations of the Authority are funded by way of taxation and grant income or from the recipients of services provided by the Authority. Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the Authority's future service delivery. Cash flows arising from financing activities are useful in predicting claims on future cash flows by providers of capital (i.e. borrowing) to the Authority.

31 March 2021		31 March 2022
£'000	Note(s)	£'000
(23,670) Net Surplus or (Deficit) on the Provision of Services	2	(22,490)
Adjust Net Surplus or Deficit on the Provision of Services for Non		
26,283 Cash Movements	16	26,346
Adjust for items included in the Net Surplus or Deficit on the		
(65) Provision of Services that are Investing and Financing Activities	16	(29)
2,549 Net Cash Flows from Operating Activities		3,827
(4,749) Investing Activities	16	(6,948)
3,353 Financing Activities	16	2,002
1,153 Net Increase or (Decrease) in Cash and Cash Equivalents		(1,119)
Cash and Cash Equivalents at the Beginning of the		
114 Reporting Period	16	1,267
Cash and Cash Equivalents at the End of the Reporting		
1,267 Period	16	148
1,153 Total Movement		(1,119)

The accompanying notes form part of these Financial Statements.

## Notes to the Financial Statements

### 1. Accounting Policies

The Financial Statements must meet the accounting requirements of the CIPFA Code of Practice on Local Authority Accounting which has been agreed with HM Treasury. Consequently, the following financial statements have been prepared in accordance with the CIPFA Code of Practice on Local Authority Accounting 2021/22. The accounting policies contained in the CIPFA Code of Practice follow International Financial Reporting Standards to the extent that they are meaningful and appropriate to Local Authority Accounts, as determined by HM Treasury, who are advised by the Financial Reporting Advisory Board. Where the CIPFA Code of Practice on Local Authority Accounting permits a choice of accounting policy, the accounting policy which is judged to be the most appropriate to the particular circumstances of the Authority for the purpose of presenting fairly the position of the Authority is selected. The particular policies adopted by the Authority are described below and they have been applied consistently in dealing with items considered material in relation to the Accounts.

#### Accounting Convention

These Accounts have been prepared under the historical cost convention, modified to account for the revaluation of property, plant and equipment, intangible assets and inventories. Where appropriate, financial assets and liabilities have been impaired or discounted to bring them to fair value.

#### Acquisitions and Discontinued Operations

Activities are considered to be 'acquired' only if they are taken on from outside the public sector. Activities are considered to be 'discontinued' only if they cease entirely. They are not considered to be 'discontinued' if they transfer from one public sector body to another. The Authority has not acquired or discontinued any operations during the reporting period.

#### Going Concern

After making enquiries, the Authority has formed a judgement, at the time of approving the Financial Statements that there is a reasonable expectation that the Authority has access to adequate resources to continue in operational existence for the foreseeable future. For this reason, the Authority continues to adopt the Going Concern basis in preparing the accounts.

#### Critical Accounting Judgements and Key Sources of Estimation Uncertainty

In the application of the Authority's accounting policies, management are required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from those estimates and the estimates and underlying assumptions are continually reviewed. Revisions to accounting estimates are recognised in the period in which the estimate is revised and if the revision affects only that period or in the period of the revision and future periods if the revision affects both current and future periods.

#### Critical Judgements in Applying Accounting Policies

In applying the accounting policies of the Authority, the Authority has had to make certain judgements about complex transactions or those involving uncertainty about future events. Where a critical judgement is required for the accounts, the judgement is made using the knowledge and experience of relevant officers.

The Authority has to decide whether the leases it enters into should be treated as operating or finance leases and whether contractual arrangements it enters into have the substance of a lease. These judgements are made on the professional opinion of the Authority's valuers, accountants and procurement officer.

The Authority has to decide whether land and buildings owned by the Authority are investment properties. The Authority's valuers and accountants make judgements in accordance with IAS 40

Investment Property. It has been determined that the Authority does not have any investment property as it does not hold land and/or buildings solely for rental income or capital appreciation.

The Authority has to decide whether there is a group relationship between the Authority and other entities. The accountants assess each relationship that exists between the Authority and other entities that may result in a group accounts relationship.

The Authority has to decide whether the Authority's exposure to possible losses is to be accounted for as a Provision or a Contingent Liability. These decisions are taken by a combination of the Authority's accountants, solicitor and other relevant officers.

Judgement is required to determine whether the Authority can be reasonably assured that the conditions of grant and contribution monies received have been met before recognising them as income in the Comprehensive Income and Expenditure Statement. Where conditions require specified expenditure to have taken place, the grant monies will not be recognised until this happens. Equally, where conditions specify that a grant or contribution must be repaid in the event of non-expenditure, the income is not recognised until expenditure is incurred.

### **Key Sources of Estimation Uncertainty**

The Statement of Accounts contains estimated figures that are based on assumptions made by the Authority about the future or that are otherwise uncertain. Estimates are made taking into account historical experience, current trends and other relevant factors. However, because balances cannot be determined with certainty, actual results could be materially different from the assumptions and estimates. The items in the Authority's Balance Sheet at 31 March for which there is a significant risk of material adjustment in the following financial year are as follows:

### **Pensions Liability and Reserve**

Estimation of the net liability to pay pensions depends on a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected return on Pension Fund assets. Hymans Robertson (Actuaries) are contracted to provide an estimate of the net liability relating to the Local Government Pension Scheme. The Government Actuaries Department are contracted to provide an estimate of the net liability relating to the Firefighters' Pension Schemes.

### **Valuation and Depreciation Charges**

Professional opinions of the values of land and buildings are made by Clark Weightman Ltd, who are contracted to provide valuation advice to the Authority. Estimates of the useful lives of property, plant and equipment are made by the relevant officers who have knowledge of such issues based on their professional judgement.

### **Revenue**

Revenue in respect of services provided is recognised when the performance occurs, and is measured at the Fair Value of the consideration receivable.

Where income is received for a specific activity that is to be delivered in the following year the income is deferred.

Goods are sold on an incidental basis. Income is recognised at the point the sale transaction occurs.

### **Accruals of Income and Expenditure**

Activity is accounted for in the year that it takes place, not simply when cash payments are made or received in accordance with section 2.7 of IFRS15. In particular:

- Revenue from the provision of services is recognised when the Authority can measure reliably the completion of the transaction.
- Supplies are recorded as expenditure when they are consumed.
- Expenses in relation to services received (including services provided by employees) are recorded as expenditure when the services are received rather than when payments are made.
- Fees, charges and rents due are accounted for as income at the date the Authority provides the relevant goods or services.

- Interest payable on borrowings and receivable on investments is accounted for as expenditure or income respectively on the basis of the effective interest rate for the relevant financial instrument rather than the cash flows fixed or determined by the contract.
- Where income and expenditure has been recognised but cash has not yet been received or paid, a debtor or creditor for the relevant amount is recorded in the Balance Sheet. Where it is doubtful that debts will be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected.

### **Overheads and Support Services**

Management and Support Services form part of the overall net cost of service and are reflected as they are reported to management and the Fire Authority with the exceptions of the two headings below which are separately disclosed within net cost of services.

- Corporate and Democratic Core – costs relating to the democratic processes of the Authority and other corporate costs.
- Non Distributed Costs – the cost of discretionary benefits awarded to employees retiring early and impairment losses chargeable on Assets Held for Sale.

These two cost categories are accounted for as separate headings in the Comprehensive Income and Expenditure Statement as part of Cost of Services.

### **Agency Income**

Precept income is collected on behalf of the Authority by the four unitary authorities (East Riding of Yorkshire Council, Kingston upon Hull City Council, North East Lincolnshire Council and North Lincolnshire Council). This income is collected under an agency arrangement with the Authority including an appropriate share of taxpayer transactions within the financial statements.

### **Employee Benefits**

#### **Benefits Payable during Employment**

Short-term employee benefits are those due to be settled within 12 months of the year-end. They include benefits such as salaries, paid annual leave and flexitime, bonuses and non-monetary benefits (for example cars) for current employees and are recognised as an expense in the year in which employees render service to the Authority. The CIPFA Code of Practice on Local Authority Accounting requires the Authority to recognise the amount of untaken annual leave at the 31<sup>st</sup> March as a liability which is reflected on the Balance Sheet.

#### **Termination Benefits**

Termination benefits are amounts payable as a result of a decision by the Authority to terminate an officer's employment before the normal retirement date or of an officer's decision to accept voluntary redundancy in exchange for those benefits. These are charged on an Accruals basis to the Comprehensive Income and Expenditure Statement at the earlier of when the Authority can no longer withdraw the offer of those benefits or when the Authority recognises costs for a restructuring.

When termination benefits involve the enhancement of pensions, statutory provisions require the General Fund Balance to be charged with the amount payable by the Authority to the Pension Fund or pensioner in the year, not the amount calculated according to the relevant accounting standards. In the Movement in Reserves Statement, appropriations are required to and from the Pensions Reserve to remove the notional debits and credits for pension enhancement termination benefits and replace them with debits for the cash paid to the pension fund and pensioners and any such amounts payable but unpaid at the year-end.



## Retirement Benefits

Employees of the Authority are members of the following pensions schemes:

- The 1992, 2006, 2015 and Modified (1992) Firefighters' Pension Schemes (FPS) - these are unfunded schemes, which means that there are no investment assets built up to meet the pensions liabilities, and cash has to be generated to meet the actual payments as they fall due. The Authority is required by legislation to operate a Pension Fund, with the amounts that must be paid into or out of the Pension Fund being specified by regulation. The Authority set up a Pension Fund on 1 April 2006 from which pension payments are made and into which contributions, from the Authority and employees, are received. The Pension Fund receives a top-up grant from the Government equal to the deficit each year, with any surplus on the Pension Fund being repaid to the Government. The Pension Fund is shown separately in the Accounts.
- The Local Government Pension Scheme (LGPS) for support staff, administered by the East Riding of Yorkshire Pension Fund, is a funded scheme, which means that the Authority and employees pay contributions into a fund, calculated at a level intended to balance the pensions liabilities with investment Assets.

The above schemes provide defined benefits to members (retirement lump sums and pensions), earned as employees work for the Authority. They are accounted for in accordance with the requirements for Defined Benefits Schemes, based on the principle that an organisation should account for retirement benefits when it is committed to give them, even though this may be many years into the future.

A pensions Asset or Liability is recognised in the Balance Sheet, made up of the net position of retirement Liabilities and pension scheme Assets. Retirement Liabilities are measured on an actuarial basis using the projected unit method, by assessing the future payments that will be made in relation to retirement benefits earned to date by employees, based on assumptions about mortality rates, employee turnover rates and projections of earnings for current employees. Pension scheme assets (LGPS only) attributable to the Authority are included at their Fair Value. The Authority currently has a net pensions liability and this is matched in the Balance Sheet by a Pensions Reserve.

The change in net pensions Liability during the year is analysed into the following components:

Service cost comprising:

- Current service cost – the increase in Liabilities as a result of service earned by employees in the current year. This is charged to services within the Comprehensive Income and Expenditure Statement.
- Past service cost – the increase in Liabilities as a result of a scheme amendment or curtailment whose effect relates to service earned in earlier years. This is part of Non Distributed Costs in the Comprehensive Income and Expenditure Statement.
- Net interest on the net defined benefit Liability – the change during the period in the net defined benefit Liability that arises from the passage of time. This is calculated by applying the discount rate used to measure the defined benefit obligation at the beginning of the period to the net defined benefit Liability at the end of the period, taking into account any changes in the net defined benefit Liability during the period as a result of contribution and benefit payments. This is charged to the Financing and Investment Income and Expenditure line within the Comprehensive Income and Expenditure Statement.

Remeasurements comprising:

- The return on plan assets (LGPS only) – this excludes amounts included in net interest on the net defined benefit Liability and is charged to the Pensions Reserve as Other Comprehensive Income and Expenditure
- Actuarial gains and losses – changes in the net pensions Liability that arise because events have not coincided with assumptions made at the last actuarial valuation or because the

actuaries have updated their assumptions. This is charged to the Pensions Reserve as Other Comprehensive Income and Expenditure.

- Contributions paid / benefits paid – cash paid as employer's contribution by the Authority either to LGPS or directly to pensioners to reduce the scheme Liabilities.

Statutory provisions require that the amount charged to the General Fund Balance is that payable by the Authority to Pensions Funds or directly to pensioners during the year rather than that calculated under accounting standards. This means that an appropriation to or from the Pensions Reserve is done within the Movement in Reserves Statement to replace the notional sums for retirement benefits with the actual pensions costs. The negative balance on the Pensions Reserve thereby measures the beneficial impact to the General Fund of being required to account for retirement benefits on the basis of cash flows rather than as benefits are earned by employees.

### **Other Expenses**

Other operating expenses are recognised when, and to the extent that, the goods or services have been received. They are measured at the Fair Value of the consideration payable.

### **Property, Plant and Equipment**

#### **Recognition**

Property, plant and equipment is capitalised if:

- it is held for use in delivering services or for administration purposes;
- it is probable that service potential will be provided to the Authority;
- it is expected to be used for more than one financial year;
- the cost of the item can be measured reliably; and
- the item has a cost of at least £6,000.

Donated Assets are recognised at their value and are defined in the CIPFA Code of Practice on Local Government Accounting as those Assets that are transferred at nil value or acquired at less than Fair Value. Donated Assets that are from other public bodies are accounted for as a government grant (as required by IAS 20).

#### **Valuation**

All property, plant and equipment are measured initially at cost, representing the cost attributable to acquiring or constructing the Asset and bringing it to the location and condition necessary for it to be capable of operating in the manner intended by management. All Assets are measured subsequently at Fair Value.

Land and buildings used by the Authority are stated in the Balance Sheet at their re-valued amounts, being the Fair Value at the date of valuation. Revaluations are performed with sufficient regularity to ensure that carrying amounts are not materially different from those that would be determined at the end of the Reporting Period. Fair Values are determined as follows:

- Operational Buildings – Depreciated Replacement cost.
- Land and non-specialised buildings – market value for existing use.
- Vehicles, plant and equipment – historic cost less accumulated depreciation (as a proxy for current replacement cost).

Properties in the course of construction are carried at cost, less any impairment loss. Costs include professional fees but not borrowing costs, which are recognised as expenses immediately, as allowed by IAS 23 for assets held at Fair Value. Assets are re-valued and Depreciation commences when they are brought into use.

An increase arising on revaluation is taken to the Revaluation Reserve except when it reverses an impairment previously recognised in expenditure, in which case it is credited to expenditure to the extent of the decrease previously charged there. A revaluation decrease is recognised as an Impairment charged to the Revaluation Reserve to the extent that there is a balance on the Reserve for the Asset, and, thereafter, to expenditure. Gains and losses recognised in the Revaluation

Reserve are reported as other comprehensive income in the Comprehensive Income and Expenditure Statement.

### **Subsequent Expenditure**

Where subsequent expenditure enhances an Asset beyond its original specification, the directly attributable cost is capitalised. Where subsequent expenditure restores the Asset to its original specification, the expenditure is capitalised and any existing carrying value of the item replaced is written-off and charged to the Comprehensive Income and Expenditure Statement.

### **Disposals**

Capital receipts from the sale of non-current assets are held in the Capital Receipts Unapplied Account until such time as they are used to finance other Capital Expenditure or to repay debt. Gains and losses on the disposal of non-current assets are recognised in the Comprehensive Income and Expenditure Statement.

### **Intangible Assets**

#### **Recognition**

Intangible assets are non-monetary Assets without physical substance, which are capable of sale separately from the rest of the Authority's business or which arise from contractual or other legal rights. They are recognised only when it is probable that future economic benefits or service potential will be provided to the Authority; where the cost of the Asset can be measured reliably, and where the cost is at least £6,000.

Intangible Assets recognised by the Authority are purchased IT software systems and are Amortised over 5 years.

Intangible Assets acquired separately are initially recognised at Fair Value. Software that is integral to the operating of hardware, for example an operating system is capitalised as part of the relevant item of property, plant and equipment. Software that is not integral to the operation of hardware, for example application software, is capitalised as an Intangible Asset.

#### **Measurement**

The amount initially recognised for internally-generated Intangible Assets is the sum of the expenditure incurred from the date when the criteria are initially met. Where no internally-generated Intangible Assets can be recognised, the expenditure is recognised in the period in which it is incurred.

Following initial recognition, Intangible Assets are carried at Fair Value by reference to an active market, or where no active market exists, at Amortised replacement cost (modern equivalent assets basis). Internally-developed software is held at historic cost to reflect the opposing effects of increases and development costs and technological advances.

### **Depreciation, Amortisation and Impairments**

Assets under construction are not Depreciated. Otherwise, Depreciation and Amortisation are charged to write off the costs or valuation of property, plant and equipment and intangible non-current assets, less any residual value, over their Useful Economic Lives, on a reducing balance basis (with the exception of assets acquired under finance leases). The Useful Economic Life of an Asset is the period over which the Authority expects to obtain economic benefits or service potential from the Asset. This is specific to the Authority and may be shorter than the physical life of the Asset itself. The Useful Economic Life and Residual Values are reviewed each year end, with the effect of any changes recognised on a prospective basis. The approximate average useful lives (depreciation periods) are categorised below:

- |   |          |
|---|----------|
| • Buildings                                       | 40 years |
| • Vehicles – Fire Appliances                      | 15 years |
| • Vehicles – Lorries and Vans                     | 7 years  |
| • Vehicles – Non FDS Cars and Light Vans          | 7 years  |
| • Vehicles – FDS Cars                             | 5 years  |
| • Equipment                                       | 5 years  |
| • Specialised Equipment (e.g Breathing Apparatus) | 10 Years |

Assets acquired under Finance Leases are Depreciated over the term of the lease (or the life of the asset if this is lower than the term of the lease) on a straight line basis.

At each reporting period end, the Authority checks whether there is any indication that any of its tangible or intangible non-current Assets have suffered an impairment loss. If there is indication of an Impairment loss, the recoverable amount of the Asset is estimated to determine whether there has been a loss and, if so, its amount. Intangible Assets not yet available for use are tested for Impairment annually.

If there has been an Impairment loss, the Asset is written down to its recoverable amount, with the loss charged to the Revaluation Reserve to the extent that there is a balance on the Reserve for the Asset and, thereafter, to expenditure. Where an impairment loss subsequently reverses, the carrying amount of the Asset is increased to the revised estimate of the recoverable amount but capped at the amount that would have been determined had there been no initial impairment loss. The reversal of the impairment loss is credited to expenditure to the extent of the decrease previously charged there and thereafter to the Revaluation Reserve.

The Authority is not required to raise council tax to cover Depreciation, Impairment or Amortisation, however it is required to make an Annual Provision from its revenue budget to contribute towards the reduction in its overall borrowing requirement, the Minimum Revenue Provision (MRP). This is equal to 4% of the adjusted capital financing requirement at 31 March and subsequent supported borrowing, together with an amount equal to any Capital Expenditure funded from unsupported borrowing, apportioned over the Useful Economic Life of the Asset.

### **Government Grants**

Government grants are grants from Government bodies. Revenue grants are matched against the expenditure to which they relate. Capital grants are credited to income once any conditions of the grant have been satisfied. Assets purchased from government grants are valued, Depreciated and Impaired as described for purchased Assets.

### **Non-Current Assets Held for Sale**

Non-current assets are classified as held for sale if their carrying amount will be recovered principally through a sale transaction rather than through continuing use. This condition is regarded as met when the sale is highly probable, the Asset is available for immediate sale in its present condition and management is committed to the sale, which is expected to qualify for recognition as a completed sale within one year from the date of classification. Non-current Assets held for sale are measured at the lower of their previous carrying amount and Fair Value less costs to sell. Fair Value is open market value including alternative uses.

The profit or loss arising on the disposal of an Asset is the difference between the sale proceeds and the carrying amount and is recognised in the Comprehensive Income and Expenditure Statement. On disposal, the balance for the Asset on the Revaluation Reserve is transferred to the Capital Adjustment Account.

Property, Plant and Equipment that is to be scrapped or demolished does not qualify for recognition as Held for Sale. Instead, it is retained as an operational Asset and its Useful Economic Life is adjusted. The asset is de-recognised when it is scrapped or demolished.

### **Leases**

Leases are classified as Finance Leases when substantially all of the risks and rewards of ownership are transferred to the lessee. All other leases are classified as Operating Leases.

### **The Authority As A Lessee**

The Authority has a single Asset held under a Finance Lease. The outstanding Liability relating to Finance Leases is reflected in the Authority's Balance Sheet, with the Assets acquired under Finance Leases added to the Authority's Asset register and the value reflected in the Property, Plant and Equipment total on the Balance Sheet. Interest costs relating to Finance Leases are reflected in the Comprehensive Income and Expenditure Statement. Payments for Finance Leases are made in equal amounts over the term of the lease. Operating Lease payments are recognised as an

expense on a straight-line basis over the lease term. Lease incentives are recognised initially as a Liability and subsequently as a reduction of rentals on a straight-line basis over the lease term. Where a lease is for land and buildings, the land and building components are separated. Leased land is treated as an Operating Lease. Leased buildings are assessed as to whether they are Operating Leases or Finance Leases.

### **Inventories**

Inventories are valued at the lower of cost and Net Realisable Value using the average cost method. This is considered to be a reasonable approximation to Fair Value.

### **Cash and Cash Equivalents**

Cash is cash in hand and deposits with any financial institution repayable without penalty on notice of not more than 24 hours. The balances on the current account and the business reserve account are cash. The balance in the liquidity manager account is a cash equivalent (as this is held for investment purposes until a sufficient balance is achieved and a short-term investment entered into).

In the Cash Flow Statement, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and that form an integral part of the Authority's cash management.

### **Provisions**

Provisions are recognised when the Authority has a present legal or constructive obligation as a result of a past event, it is probable that the Authority will be required to settle the obligation, and a reliable estimate can be made of the amount of the obligation. The amount recognised as a provision is the best estimate of the expenditure required to settle the obligation at the end of the reporting period, taking into account the risks and uncertainties.

### **Contingencies**

A Contingent Liability is a possible obligation that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Authority, or a present obligation that is not recognised because it is not probable that a payment will be required to settle the obligation or the amount of the obligation cannot be measured with sufficient reliability. A Contingent Liability is disclosed unless the possibility of payment is remote.

A Contingent Asset is a possible Asset that arises from past events, the existence of which will be confirmed by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Authority. A Contingent Asset is disclosed where an inflow of economic benefits is virtually certain.

Where the time value of money is material, contingencies are disclosed at their present value.

### **Reserves**

The Authority sets aside specific reserves for future policy purposes. The Authority has a number of revenue reserves:

- General Reserve
- Capital Funding Reserve
- Ark Reserve
- Resilience Reserve
- Emergency Services Fleet Management (Humberside) Ltd Reserve
- Insurance Reserve
- ESMCP Reserve
- COVID Reserve
- Grenfell and Protection Reserve
- Uniform Replacement Programme Reserve
- East Coast & Hertfordshire Control Room Consortium Reserve
- Environmental Reserve

The Authority has three capital reserves:

- Capital Adjustment Account
- Revaluation Reserve
- Capital Receipts Reserve

Other reserves held by the Authority, are held to meet accounting requirements:

- Pensions Reserve
- Collection Fund Adjustment Account
- Accumulated Absences Reserve

### **Financial Assets**

Financial assets are recognised when the Authority becomes party to the Financial Instrument contract or in the case of trade receivables, when goods or services have been delivered. Financial assets are derecognised when the contractual rights have expired or the Asset has been transferred. Financial Assets are initially recognised at Fair Value.

Financial Assets are classified into the following categories: Financial Assets at Fair Value through profit and loss; held to maturity investments; available for sale Financial Assets, and loans and receivables. The classification depends on the nature and purpose of the financial assets and is determined at the time of initial recognition.

### **Loans and Receivables**

Loans and receivables are non-derivative Financial Assets with fixed or determinable payments which are not quoted in an active market. After initial recognition, they are measured at Amortised cost using the Effective Interest Method, less any Impairment. Interest is recognised using the Effective Interest Rate Method.

Fair Value is determined by reference to quoted market prices where possible, or failing that by reference to similar arms-length transactions between knowledgeable and willing parties.

The Effective Interest Rate is the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset.

At the end of the reporting period the Authority assesses whether any Financial Assets, other than those held at 'Fair Value through profit and loss' are impaired. Financial assets are impaired and Impairment losses recognised if there is objective evidence of impairment, as a result of one or more events which occurred after the initial recognition of the Asset and which has an impact on the estimated future cash flows of the Asset.

For Financial Assets carried at amortised cost, the amount of the Impairment loss is measured as the difference between the Assets carrying amount and the present value of the revised future cash flows discounted at the Asset's original effective interest rate. The loss is recognised in expenditure and the carrying amount of the Asset reduced directly.

If, in a subsequent period, the amount of the Impairment loss decreases and the decrease can be related objectively to an event occurring after the Impairment was recognised, the previously recognised impairment loss is reversed through expenditure to the extent that the carrying amount of the receivable at the date of the Impairment is reversed does not exceed what the amortised cost would have been had the Impairment not been recognised.

### **Financial Liabilities**

Financial Liabilities are recognised in the Balance Sheet when the Authority becomes party to the contractual provisions of the Financial Instrument or, in the case of trade payables, when the goods or services have been received. Financial liabilities are derecognised when the liability has been discharged, that is, the Liability has been paid or expired. Financial Liabilities are recognised at Fair Value.

**Foreign Currencies**

The Authority's functional currency and presentational currency is sterling. Transactions denominated in a foreign currency are translated into sterling at the exchange rate ruling on the date of transactions. At the end of the Reporting Period, monetary items denominated in foreign currencies are retranslated at the spot exchange rate on 31 March. Resulting exchange gains and losses from either of these are recognised in the Authority's surplus/deficit in the period in which they arise.

**Joint Operations**

Joint operations are activities undertaken by the Authority in conjunction with one or more other parties but which are not performed through a separate entity.

**Accounting Standards That Have Been Issued But Have Not Yet Been Adopted**

- IFRS 16 Leases

The above accounting standards have been issued but are not be adopted until 1<sup>st</sup> April 2023. This is not expected to have a material impact on future financial statements.

**Accounting Standards Issued That Have Been Adopted Early**

There are no accounting standards issued that have been adopted early.

**Exceptional Items**

Exceptional items shall be included in the costs of the service to which they relate and noted accordingly.

**Prior Period Adjustments**

Unless otherwise sanctioned by the Code of Practice on Local Authority Accounting, material prior period adjustments shall result in restatement of prior year figures and disclosure of the effect.

**Events After The Reporting Period**

Material events after the Balance Sheet date shall be disclosed as a note to the Accounts and amended in the Accounts as required. Other events after the Balance Sheet date will be disclosed in a note with an estimate of the likely effect.

**Group Accounts**

Each reporting period the Authority will review its interests and influence on all types of entities including, but not limited to, other authorities and similar statutory bodies, common good trust funds, charities, companies, joint committees and other joint arrangements. If appropriate, then Group Accounts will be prepared in accordance with the Code of Practice on Local Authority Accounting.

**VAT**

Where output tax is charged or input VAT is recoverable, the amounts are stated net of VAT. Irrecoverable VAT is charged to the relevant expenditure category or included in the capitalised purchase cost of Non-Current Assets.

## 2. Expenditure and Funding Analysis

The objective of the Expenditure and Funding Analysis is to demonstrate to council tax payers how the funding available to the Authority (i.e government grants, council tax and business rates) for the year has been used in providing services in comparison with those resources consumed or earned by authorities in accordance with generally accepted accounting practices. The Expenditure and Funding Analysis also shows how this expenditure is allocated for decision making purposes within the Authority. Income and expenditure accounted for under generally accepted accounting practices is presented more fully in the Comprehensive Income and Expenditure Statement.

### Year ended 31 March 2021

£'000 Net Expenditure Chargeable to the General Fund	£'000 Adjustments between the funding and accounting basis	£'000 Net Expenditure in the Comprehensive Income and Expenditure Statement	
2,457	(469)	2,926	Community Fire Safety
28,179	(10,757)	38,936	Fire Fighting & Rescue Operations
14,443	(1,420)	15,863	Management and Support
130		130	Corporate and Democratic Core
28		28	Corporate Management
	(25)	25	Non Distributed Cost
<b>45,237</b>	<b>(12,671)</b>	<b>57,908</b>	<b>Net Cost of Services</b>
(45,853)	(11,615)	(34,238)	Other Income and Expenditure
<b>(615)</b>	<b>(24,286)</b>	<b>23,670</b>	<b>(Surplus) or Deficit</b>
<b>5,758</b>			<b>Opening General Fund Balance</b>
(615)			<b>Less/Plus (Surplus) or Deficit on the General Fund in the Year</b>
<b>6,373</b>			<b>Closing General Fund Balance at 31 March</b>

### Year ended 31 March 2022

Note	£'000 Net Expenditure Chargeable to the General Fund	£'000 Adjustments between the funding and accounting basis	£'000 Net Expenditure in the Comprehensive Income and Expenditure Statement
10	2,310	(592)	<b>2,902</b>
10	27,646	(9,534)	<b>37,180</b>
10	12,853	(2,169)	<b>15,022</b>
10	132		<b>132</b>
10	15		<b>15</b>
10			
	<b>42,956</b>	<b>(12,295)</b>	<b>55,251</b>
10	(44,021)	(11,260)	<b>(32,761)</b>
	<b>(1,065)</b>	<b>(23,555)</b>	<b>22,490</b>
	<b>6,373</b>		
	(1,065)		
	<b>7,438</b>		



### 3. Material Risk and Uncertainty

Item	Uncertainties	Effect if actual results differ from assumptions
Pensions Liability (Firefighters' Pension Scheme)	The estimation of the net Liability to pay pensions depends on a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement and mortality ages. The Authority receives advice from two separate actuaries, one for the Firefighters' Pension Schemes and one for the Local Government Pension Scheme.	The opening balance on the Firefighters' pension Liabilities at 1 April 2021 was £703.450m. The effects on the net pension Liabilities of changes in individual assumptions can be measured. For instance a 0.5% decrease in the discount rate would result in an increase in the pension liabilities of £63m. However, the assumptions interact in complex ways so changes in individual assumptions should be treated with caution.
Pensions Liability (Local Government Pension Scheme)	The estimation of the net Liability to pay pensions depends on a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement and mortality ages and expected returns on investment funds. The Authority receives advice from two separate actuaries, one for the Firefighters' Pension Scheme and one for the Local Government Pension Scheme.	The opening balance on the Local Government pension Liabilities at 1 April 2021 was £61.279m (The opening balance on scheme Assets was £45.707m). The effects on the net pension Liabilities of changes in individual assumptions can be measured. For instance a 0.5% decrease in the real discount rate would result in an increase in the pension Liabilities of £6.875m. However, the assumptions interact in complex ways so changes in individual assumptions should be treated with caution.
Property, Plant and Equipment	Assets are regularly re-valued by an external valuer to ensure values are a true reflection of the market at the 31 March. Asset values could be under or overstated. Depreciation is calculated based on the estimated useful life of the asset.	For each 1% of under/over statement the value of Property would need to be adjusted by £488k. The carrying value of Property, Plant and Equipment is £62.824m. If the estimated useful life is under or overestimated by one year then the depreciation charge to the Comprehensive Income and Expenditure would be increased or reduced by £234k. The Depreciation charge is £2.063m.

#### 4. Pensions

##### Participation in Pension Schemes

As part of the terms and conditions of employment of its officers and other employees, the Authority offers retirement benefits. Although these will not actually be payable until employees retire, the Authority has a commitment to make the payments and these should be disclosed at the time that employees earn their future entitlement.

The Authority participates in five pension schemes:

- The 1992, 2006, 2015 and Modified (1992) Firefighters' Pension Schemes (FPS) - these are unfunded schemes, which means that there are no investment assets built up to meet the pensions liabilities, and cash has to be generated to meet the actual payments as they fall due. The Authority is required by legislation to operate a Pension Fund, with the amounts that must be paid into or out of the Pension Fund being specified by regulation. The Authority set up a Pension Fund on 1 April 2006 from which pension payments are made and into which contributions, from the Authority and employees, are received. The Pension Fund receives a top-up grant from the Government equal to the deficit each year, with any surplus on the Pension Fund being repaid to the Government. The Pension Fund is shown separately in the Accounts.
- The Local Government Pension Scheme for non-uniformed employees, administered by the East Riding of Yorkshire Council, is a funded scheme which means that the Authority and employees pay contributions into a fund, calculated at a level estimated to balance pension liabilities with investment assets.

The table below shows the key features of the four Firefighters' Pension Schemes and details of the Local Government Pension Scheme.

Key Features	1992 Firefighters' Scheme	2006 Firefighters' Scheme	Modified (1992) Pension Scheme	2015 Firefighters' Scheme	Local Government Pension Scheme
Status	Closed	Closed	Closed	Open	Open
Contribution Rate <ul style="list-style-type: none"> <li>• employee</li> <li>• employer</li> <li>• ill health</li> </ul>	11% to 17% 37.3% 5.2%	8.5% to 12.5% 27.4% 3.2%	11% to 17% 37.3%	11% to 14.5% 28.8%	5.5% to 12.5% 16.8%
Benefits <ul style="list-style-type: none"> <li>• maximum pension</li> <li>• minimum lump sum</li> </ul>	2/3 final salary	½ final salary		CARE Scheme	Varies  Nil or 3/80ths
Maximum pensionable service	30 years	None	30 years	None	None
Normal retirement age	55 years	60 years	55 Years	60 years	68 years
Accrual rate	1/60 <sup>th</sup> for 20 years 2/60 <sup>th</sup> for 20+ years up to a maximum of 30 years	1/60 <sup>th</sup>	1/45 <sup>th</sup>	1/59.7 <sup>th</sup>	1/49 <sup>th</sup>

### Transactions Relating to Retirement Benefits

The costs of retirement benefits are recognised in the Net Cost of Services when they are earned by employees, rather than when the benefits are eventually paid as pensions. The charge the Authority is required to make against the levies raised is based on the cash payable in the year, so the real cost of retirement benefits is reversed out of the revenue account after Net Operating Expenditure.

The following transactions have been made in the Comprehensive Income and Expenditure Account during the year.

	Firefighters' 1992 Pension Scheme		Firefighters' 2006 Pension Scheme		Firefighters' 2015 Pension Scheme		Local Government Pension Scheme	
	2021/22 £'000	2020/21 £'000	2021/22 £'000	2020/21 £'000	2021/22 £'000	2020/21 £'000	2021/22 £'000	2020/21 £'000
<i>Net Cost of Service</i>								
Current Service Cost	(620)	(1,390)	(160)	(250)	(11,500)	(11,630)	(3,024)	(1,855)
Unfunded Benefits	-	-	-	-	-	-	-	-
Past Service Costs	-	-	-	-	-	-	-	-
<i>Net Operating Expenditure</i>								
Interest Cost	(12,270)	(11,850)	(660)	(810)	(1,070)	(1,070)	(1,281)	(1,025)
Expected Return on Assets in the Scheme	-	-	-	-	-	-	943	888
<b>Retirement costs included in the Comprehensive Income and Expenditure Statement</b>	<b>(12,890)</b>	<b>(13,240)</b>	<b>(820)</b>	<b>(1,060)</b>	<b>(12,570)</b>	<b>(12,700)</b>	<b>(3,362)</b>	<b>(1,992)</b>

In addition to the recognised gains and losses included in the Comprehensive Income and Expenditure Account (shown in the table above), actuarial gains of £31.479m were included in the Statement of Comprehensive Income and Expenditure, losses of £78.176m were included for 2020/21.

The estimated contributions payable to the Authority's pension schemes for 2022/23 is £7.100m. (£6.391m for 2021/22).

Actuarial gains and losses comprise:

- Experience adjustments (the effects of differences between the previous actuarial assumptions and what has actually occurred), and
- The effect of changes in actuarial assumptions.

Actuarial gains and losses are recognised in the Comprehensive Income and Expenditure Statement.

## Assets and Liabilities in Relation to Retirement Benefits

### Reconciliation of present value of the scheme Asset/Liabilities and Net Obligation of the Firefighters' Pension Schemes:

Period ended 31 March	Firefighters' 1992 Pension Scheme Assets		Firefighters' 1992 Pension Scheme Obligation		Firefighters' 1992 Pension Scheme Net Obligation		Firefighters' Injury Awards Assets		Firefighters' Injury Awards Obligation		Firefighters' Injury Awards Net Obligation	
	2021/22 £'000	2020/21 £'000	2021/22 £'000	2020/21 £'000	2021/22 £'000	2020/21 £'000	2021/22 £'000	2020/21 £'000	2021/22 £'000	2020/21 £'000	2021/22 £'000	2020/21 £'000
Fair value of employer assets					-	-					-	-
Present value of funded liabilities					-	-					-	-
Present value of unfunded liabilities			(612,130)	(523,400)	(612,130)	(523,400)			(11,090)	(12,450)	(11,090)	(12,450)
<b>Opening Position as at 31 March</b>	<b>-</b>	<b>-</b>	<b>(612,130)</b>	<b>(523,400)</b>	<b>(612,130)</b>	<b>(523,400)</b>	<b>-</b>	<b>-</b>	<b>(11,090)</b>	<b>(12,450)</b>	<b>(11,090)</b>	<b>(12,450)</b>
Service Cost												
Current Service Cost			(340)	(1,080)	(340)	(1,080)			(280)	(310)	(280)	(310)
Past Service Cost (inc curtailments)					-	-					-	-
Effect of Settlements					-	-					-	-
<b>Total Service Cost</b>	<b>-</b>	<b>-</b>	<b>(340)</b>	<b>(1,080)</b>	<b>(340)</b>	<b>(1,080)</b>	<b>-</b>	<b>-</b>	<b>(280)</b>	<b>(310)</b>	<b>(280)</b>	<b>(310)</b>
Net Interest												
Interest income on plan assets					-	-					-	-
Interest cost on defined benefit obligation			(12,050)	(11,580)	(12,050)	(11,580)			(220)	(280)	(220)	(280)
Impact of asset ceiling on net interest					-	-					-	-
<b>Total net interest</b>	<b>-</b>	<b>-</b>	<b>(12,050)</b>	<b>(11,580)</b>	<b>(12,050)</b>	<b>(11,580)</b>	<b>-</b>	<b>-</b>	<b>(220)</b>	<b>(280)</b>	<b>(220)</b>	<b>(280)</b>
<b>Total defined benefit cost recognised in Income and Expenditure</b>	<b>-</b>	<b>-</b>	<b>(12,390)</b>	<b>(12,660)</b>	<b>(12,390)</b>	<b>(12,660)</b>	<b>-</b>	<b>-</b>	<b>(500)</b>	<b>(590)</b>	<b>(500)</b>	<b>(590)</b>
Cashflows												
Plan participants' contributions	110	250	(110)	(250)	-	-					-	-
Employer Contributions	305	651			305	651					-	-
Contributions in respect of unfunded benefits					-	-					-	-
Benefits paid	(19,800)	(18,650)	19,800	18,650	-	-	(450)	(470)	450	470	-	-
Unfunded benefits paid					-	-					-	-
<b>Expected closing position</b>	<b>(19,385)</b>	<b>(17,749)</b>	<b>(604,830)</b>	<b>(517,660)</b>	<b>(624,215)</b>	<b>(535,409)</b>	<b>(450)</b>	<b>(470)</b>	<b>(11,140)</b>	<b>(12,570)</b>	<b>(11,590)</b>	<b>(13,040)</b>
Remeasurements												
Changes in demographic assumptions					-	-					-	-
Changes in financial assumptions	19,385	17,749	6,490	(54,100)	25,875	(36,351)	450	470	120	(710)	570	(240)
Other experience			6,990	(40,370)	6,990	(40,370)			(1,210)	2,190	(1,210)	2,190
Return on assets excluding amounts included in net interest					-	-					-	-
Changes in assumptions underlying the present value of the retained settlement					-	-					-	-
Changes in asset ceiling					-	-					-	-
<b>Total remeasurements recognised in Other Comprehensive Income</b>	<b>19,385</b>	<b>17,749</b>	<b>13,480</b>	<b>(94,470)</b>	<b>32,865</b>	<b>(76,721)</b>	<b>450</b>	<b>470</b>	<b>(1,090)</b>	<b>1,480</b>	<b>(640)</b>	<b>1,950</b>
Exchange differences												
Effect of business combinations and disposals												
Fair Value of employer assets												
Present value of funded liabilities			(591,350)	(612,130)	(591,350)	(612,130)			(12,230)	(11,090)	(12,230)	(11,090)
Present value of unfunded liabilities												
<b>Closing position as at 31 March</b>	<b>-</b>	<b>-</b>	<b>(591,350)</b>	<b>(612,130)</b>	<b>(591,350)</b>	<b>(612,130)</b>	<b>-</b>	<b>-</b>	<b>(12,230)</b>	<b>(11,090)</b>	<b>(12,230)</b>	<b>(11,090)</b>

## Period ended 31 March

Fair value of employer assets

Present value of funded liabilities

Present value of unfunded liabilities

**Opening Position as at 31 March**

Service Cost

Current Service Cost

Past Service Cost (inc curtailments)

Effect of Settlements

**Total Service Cost**

Net Interest

Interest income on plan assets

Interest cost on defined benefit obligation

Impact of asset ceiling on net interest

**Total net interest****Total defined benefit cost recognised in Income and Expenditure**

Cashflows

Plan participants' contributions

Employer Contributions

Contributions in respect of unfunded benefits

Benefits paid

Unfunded benefits paid

**Expected closing position**

Remeasurements

Changes in demographic assumptions

Changes in financial assumptions

Other experience

Return on assets excluding amounts included in net interest

Changes in assumptions underlying the present value of the retained settlement

Changes in asset ceiling

**Total remeasurements recognised in Other Comprehensive Income**

Exchange differences

Effect of business combinations and disposals

Fair Value of employer assets

Present value of funded liabilities

Present value of unfunded liabilities

**Closing position as at 31 March**

Firefighters' 2006 Pension Scheme Assets		Firefighters' 2006 Pension Scheme Obligation		Firefighters' 2006 Pension Scheme Net Obligation		Firefighters' 2015 Pension Scheme Assets		Firefighters' 2015 Pension Scheme Obligation		Firefighters' 2015 Pension Scheme Net Obligation	
2021/22 £'000	2020/21 £'000	2021/22 £'000	2020/21 £'000	2021/22 £'000	2020/21 £'000	2021/22 £'000	2020/21 £'000	2021/22 £'000	2020/21 £'000	2021/22 £'000	2020/21 £'000
				-	-					-	-
				-	-					-	-
		(33,030)	(35,810)	(33,030)	(35,810)			(47,200)	(41,110)	(47,200)	(41,110)
-	-	(33,030)	(35,810)	(33,030)	(35,810)	-	-	(47,200)	(41,110)	(47,200)	(41,110)
		(160)	(250)	(160)	(250)			(11,500)	(11,630)	(11,500)	(11,630)
				-	-					-	-
				-	-					-	-
-	-	(160)	(250)	(160)	(250)	-	-	(11,500)	(11,630)	(11,500)	(11,630)
		(660)	(810)	(660)	(810)			(1,070)	(1,070)	(1,070)	(1,070)
				-	-					-	-
-	-	(660)	(810)	(660)	(810)	-	-	(1,070)	(1,070)	(1,070)	(1,070)
-	-	(820)	(1,060)	(820)	(1,060)	-	-	(12,570)	(12,700)	(12,570)	(12,700)
140	190	(140)	(190)	-	-	2,180	2,140	(2,180)	(2,140)	-	-
190	223			190	223	4,812	4,586			4,812	4,586
				-	-					-	-
(410)	(400)	410	400	-	-	(900)	(990)	900	990	-	-
				-	-					-	-
(80)	13	(33,580)	(36,660)	(33,660)	(36,647)	6,092	5,736	(61,050)	(54,960)	(54,958)	(49,224)
			-	-	-					-	-
80	(13)	470	(4,210)	550	(4,223)	(6,092)	(5,736)	1,130	(7,090)	(4,962)	(12,826)
		470	7,840	470	7,840			(5,240)	14,850	(5,240)	14,850
				-	-					-	-
				-	-					-	-
				-	-					-	-
80	(13)	940	3,630	1,020	3,617	(6,092)	(5,736)	(4,110)	7,760	(10,202)	2,024
-	-	(32,640)	(33,030)	(32,640)	(33,030)	-	-	(65,160)	(47,200)	(65,160)	(47,200)
-	-	(32,640)	(33,030)	(32,640)	(33,030)	-	-	(65,160)	(47,200)	(65,160)	(47,200)

# Reconciliation of present value of the scheme Assets/Liabilities and Net Obligation of Local Government Pension Scheme:

Period ended 31 March	Local Government Pension Scheme Assets		Local Government Pension Scheme Liability		Local Government Pension Scheme Net Obligation	
	2021/22 £'000	2020/21 £'000	2021/22 £'000	2020/21 £'000	2021/22 £'000	2020/21 £'000
Fair value of employer assets	45,707	38,278			45,707	38,278
Present value of funded liabilities			(61,232)	(43,830)	(61,232)	(43,830)
Present value of unfunded liabilities			(47)	(67)	(47)	(67)
<b>Opening Position as at 31 March</b>	<b>45,707</b>	<b>38,278</b>	<b>(61,279)</b>	<b>(43,897)</b>	<b>(15,572)</b>	<b>(5,619)</b>
Service Cost						
Current Service Cost			(3,024)	(1,855)	(3,024)	(1,855)
Past Service Cost (inc curtailments)			-	(25)	-	(25)
Effect of Settlements					-	-
<b>Total Service Cost</b>	<b>-</b>	<b>-</b>	<b>(3,024)</b>	<b>(1,880)</b>	<b>(3,024)</b>	<b>(1,880)</b>
Net Interest						
Interest income on plan assets	943	888			943	888
Interest cost on defined benefit obligation			(1,281)	(1,025)	(1,281)	(1,025)
Impact of asset ceiling on net interest					-	-
<b>Total net interest</b>	<b>943</b>	<b>888</b>	<b>(1,281)</b>	<b>(1,025)</b>	<b>(338)</b>	<b>(137)</b>
<b>Total defined benefit cost recognised in Income and Expenditure</b>	<b>943</b>	<b>888</b>	<b>(4,305)</b>	<b>(2,905)</b>	<b>(3,362)</b>	<b>(2,017)</b>
Cashflows						
Plan participants' contributions	393	374	(393)	(374)	-	-
Employer Contributions	1,110	1,115			1,110	1,115
Contributions in respect of unfunded benefits	4	5			4	5
Benefits paid	(883)	(805)	883	805	-	-
Unfunded benefits paid	(4)	(5)	4	5	-	-
<b>Expected closing position</b>	<b>47,270</b>	<b>39,850</b>	<b>(65,090)</b>	<b>(46,366)</b>	<b>(17,820)</b>	<b>(6,516)</b>
Remeasurements						
Changes in demographic assumptions			323	(764)	323	(764)
Changes in financial assumptions			5,049	(14,591)	5,049	(14,591)
Other experience			(131)	442	(131)	442
Return on assets excluding amounts included in net interest	3,205	5,857			3,205	5,857
Changes in asset ceiling					-	-
<b>Total remeasurements recognised in Other Comprehensive income</b>	<b>3,205</b>	<b>5,857</b>	<b>5,241</b>	<b>(14,913)</b>	<b>8,446</b>	<b>(9,056)</b>
Exchange differences						
Effect of business combinations and disposals						
Fair Value of employer assets	50,475	45,707			50,475	45,707
Present value of funded liabilities			(59,886)	(61,232)	(59,886)	(61,232)
Present value of unfunded liabilities			37	(47)	37	(47)
<b>Closing position as at 31 March</b>	<b>50,475</b>	<b>45,707</b>	<b>(59,849)</b>	<b>(61,279)</b>	<b>(9,374)</b>	<b>(15,572)</b>

The expected return on scheme assets is determined by considering the expected returns available on the assets underlying the current investment policy. Expected yields on fixed interest investments are based on gross redemption yields as at the Balance Sheet date. Expected returns on equity investments reflect long-term real rates of return experienced in the respective markets.

Reconciliation of opening and closing surplus/(deficit):

Scheme History

	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
<b>Present Value of Liabilities</b>					
Local Government Pension Scheme	(44,101)	(51,544)	(43,897)	(61,279)	(59,849)
Firefighters' 1992 Pension Scheme	(534,450)	(566,870)	(523,400)	(612,130)	(591,350)
Firefighters' Injury Awards	(12,530)	(13,160)	(12,450)	(11,090)	(12,230)
Firefighters' 2006 Pension Scheme	(34,330)	(39,120)	(35,810)	(33,030)	(32,640)
Firefighters' 2015 Pension Scheme	(18,530)	(28,740)	(41,110)	(47,200)	(65,160)
<b>Fair Value of Assets</b>					
Local Government Pension Scheme	37,831	41,055	38,278	45,707	50,475
Firefighters' 1992 Pension Scheme	-	-	-	-	-
Firefighters' Injury Awards	-	-	-	-	-
Firefighters' 2006 Pension Scheme	-	-	-	-	-
Firefighters' 2015 Pension Scheme	-	-	-	-	-
<b>Surplus/(Deficit) in the Scheme</b>					
Local Government Pension Scheme	(6,270)	(10,489)	(5,619)	(15,572)	(9,374)
Firefighters' 1992 Pension Scheme	(534,450)	(566,870)	(523,400)	(612,130)	(591,350)
Firefighters' Injury Awards	(12,530)	(13,160)	(12,450)	(11,090)	(12,230)
Firefighters' 2006 Pension Scheme	(34,330)	(39,120)	(35,810)	(33,030)	(32,650)
Firefighters' 2015 Pension Scheme	(18,530)	(28,740)	(41,110)	(47,200)	(65,160)
	<u>(606,110)</u>	<u>(658,379)</u>	<u>(618,389)</u>	<u>(719,022)</u>	<u>(710,764)</u>

The Fair Value of Assets in the above table have been restated as permitted by IAS 19.

The Liabilities show the underlying commitments that the Authority has in the long-run to pay retirement benefits. The total net Liability of £710.764m (£719.022m in 2020/21) has a substantial impact on the net worth of the Authority as recorded in the Balance Sheet, resulting in a negative overall balance of £652.855m (£676.176m in 2020/21). However, there are statutory provisions (most recently, S13 of the Local Government Act 2003) for funding any Local Authority deficit. In addition, the deficit on the Local Government Scheme will be made good by increased contributions over the remaining working life of employees as assessed by the scheme actuary.

Finance is only required to be raised to cover firefighters' pensions when pensions are actually paid, i.e. as they actually retire.

### Basis for Estimating Assets and Liabilities

Liabilities have been assessed on an actuarial basis using the Projected Unit Method by Hymans Robertson, an independent firm of actuaries for the Local Government Pension Scheme and by the Government Actuaries Department (GAD) in relation to the Firefighters' Pension Schemes. Estimates for the Local Government Pension Scheme administered by the East Riding of Yorkshire Council have been based on the latest full valuation of the scheme as at 31 March 2019.

The principal assumptions used by the actuaries have been:

	<b>Local Government Pension Scheme</b>		<b>Firefighters' Pension Schemes</b>	
	<b>2021/22</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2020/21</b>
Long-term expected rate of return on assets in the scheme :				
Equity Investments	9.0%	17.5%		
Bonds	9.0%	17.5%		
Property	9.0%	17.5%		
Other	9.0%	17.5%		
Longevity at 65 for current pensioners:				
Men	20.8	21.0	21.5	21.4
Women	23.5	23.7	21.5	21.4
Longevity at 65 for future pensioners: (45 for Firefighters' Pension Scheme)				
Men	22.0	22.2	23.2	23.1
Women	25.3	25.5	23.2	23.1
Rate of Inflation	3.2%	2.8%	3.0%	2.4%
Rate of increase in salaries	4.1%	3.7%	4.8%	4.2%
Rate of increase in pensions	3.2%	2.8%	3.0%	2.4%
Rate for discounting scheme liabilities	2.8%	2.1%	2.7%	2.0%
Take-up of option to convert annual pension into retirement lump sum	60.0%	60.0%	25.0%	25.0%

Mortality rates are projected to 2008 using the standard '92-series' mortality improvements and rated down one year. Future mortality improvements from 2008 are in line with the 2008-based UK national population projections.



## Assets

Firefighters' Pension Schemes have no Assets to cover their Liabilities. Assets in the Local Government Pension Scheme administered by the East Riding of Yorkshire Council are valued at bid value and consist of the following categories, of the total Assets held by the East Riding Pension Fund:

Asset Category	Period Ended 31 March 2022				Period Ended 31 March 2021			
	Quoted prices in active markets £(000)	Quoted prices not in active markets £(000)	Total £(000)	Percentage of Total Assets	Quoted prices in active markets £(000)	Quoted prices not in active markets £(000)	Total £(000)	Percentage of Total Assets
<b>Equity Securities:</b>								
Consumer			0.0	0%			0.0	0%
Manufacturing			0.0	0%			0.0	0%
Energy and Utilities			0.0	0%			0.0	0%
Financial Institutions			0.0	0%			0.0	0%
Health and Care			0.0	0%			0.0	0%
Information Technology			0.0	0%			0.0	0%
Other	6,054.3		6,054.3	12%	5,539.5		5,539.5	12%
<b>Debt Securities:</b>								
Corporate Bonds (investment grade)			0.0	0%			0.0	0%
Corporate Bonds (non-investment grade)	159.3	2,159.5	2,318.8	5%	1,775.5	2,158.8	3,934.3	9%
UK Government	1,325.3		1,325.3	3%	1,413.7		1,413.7	3%
Other	795.6		795.6	2%	858.4		858.4	2%
<b>Private Equity:</b>								
All	1,447.4	2,240.0	3,687.4	7%	897.5	1,708.9	2,606.4	6%
<b>Real Estate:</b>								
UK Property	1,822.7	3,929.7	5,752.4	11%	1,697.6	3,615.9	5,313.5	12%
Overseas Property			0.0	0%			0.0	0%
<b>Investment Funds and Unit Trusts:</b>								
Equities	20,297.8		20,297.8	40%	18,650.5		18,650.5	41%
Bonds	4,308.6	89.3	4,397.9	9%	1,937.5		1,937.5	4%
Hedge Funds			0.0	0%			0.0	0%
Commodities			0.0	0%			0.0	0%
Infrastructure	1,187.4	2,252.0	3,439.4	7%	911.9	1,834.8	2,746.7	6%
Other	472.9	1,284.6	1,757.5	3%	297.1	1,140.0	1,437.1	3%
<b>Derivatives:</b>								
Inflation			0.0	0%			0.0	0%
Interest Rate			0.0	0%			0.0	0%
Foreign Exchange			0.0	0%			0.0	0%
Other			0.0	0%			0.0	0%
<b>Cash and Cash Equivalents:</b>								
All	648.6		648.6	1%	1,269.4		1,269.4	3%
<b>Totals</b>	<b>38,520</b>	<b>11,955</b>	<b>50,475</b>	<b>100.00%</b>	<b>35,249</b>	<b>10,458</b>	<b>45,707</b>	<b>100.00%</b>

The Actuarial Gains identified as movements on the Pensions Reserve in 2021/22 can be analysed into the following categories, measured as a percentage of Assets or Liabilities at the 31 March 2022:

	2017/18 %	2018/19 %	2019/20 %	2020/21 %	2021/22 %
<b>Local Government Pension Scheme</b>					
Difference between the expected and actual return on assets	0.47	4.16	(10.31)	15.30	7.01
Experience gains and (losses) on liabilities	2.34	2.33	1.93	2.02	1.54
<b>Firefighters' Pension Scheme 1992</b>					
Experience gains and (losses) on liabilities	6.96	(2.34)	7.25	(18.05)	2.20
<b>Firefighters' Injury Awards</b>					
Experience gains and (losses) on liabilities	(6.64)	(5.19)	0.06	11.89	(9.83)
<b>Firefighters' Pension Scheme 2006</b>					
Experience gains and (losses) on liabilities	(66.05)	(2.07)	4.73	10.13	2.85
<b>Firefighters' Pension Scheme 2015</b>					
Experience gains and (losses) on liabilities	(1.68)	(10.75)	7.83	18.87	(8.71)

The Fire Authority of Humberside, along with other Fire Authorities, currently have a number of claims lodged against them with the Central London Employment Tribunal. The claims are in respect of alleged unlawful discrimination arising from the Transitional Provisions in the Fire Pension Regulations 2015. Claims of unlawful discrimination have also been made in relation to the changes to the Judiciary and Firefighters Pension regulations. The Central London Employment Tribunal have upheld the claims and the remedy needed to make good these claims is currently under development by government and will be published in the future.

The Actuaries (GAD and Hymans Robertson) have included a reasonable estimate for the effect of the McCloud judgement within the overall scheme liabilities. The impact of an increase in scheme liabilities arising from these claims will be measured through the pension valuation process, which determines employer and employee contribution rates.

The next Fire Pension valuation took place in 2021 with implementation of the results planned for 2023/24 and Fire Authorities will need to plan for the impact of this on employer contribution rates alongside other changes identified through the valuation process. The impact of an increase in annual pension payments arising from McCloud / Sargeant is determined through The Fire Pension Fund Regulations 2007. These require a Fire Authority to maintain a fire pension fund into which officer and employer contributions are paid and out of which pension payments to retired officers are made. If the fire pension fund does not have enough funds to meet the cost of pensions in year the amount required to meet the deficit is then paid by the Secretary of State to the Fire Authority in the form of a central government top-up grant.

## 5. Non-Current Assets

	Operational Assets				Operational Assets (Intangible)	Non-operational Assets		
	Land and Buildings	Vehicles	Plant and Equipment	TOTAL	Intangible Assets*	Assets Under Construction	Surplus Assets	Total Assets
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>Cost or Valuation</b>								
<b>1 April 2021 Restated**</b>	<b>36,252</b>	<b>17,702</b>	<b>5,523</b>	<b>59,477</b>	<b>142</b>	<b>98</b>	<b>182</b>	<b>59,899</b>
Additions/Enhancement	383	242	1,423	2,048				2,048
Revaluation increases / (decreases) to Revaluation Reserve	13,115			13,115			168	13,283
Revaluation increases / (decreases) to Comprehensive Income and Expenditure Statement	(1,279)			(1,279)				(1,279)
Derecognition - Disposals		(208)	(304)	(512)	(91)			(603)
Other movements		23		23		(23)		0
<b>At 31 March 2022</b>	<b>48,471</b>	<b>17,759</b>	<b>6,642</b>	<b>72,872</b>	<b>51</b>	<b>75</b>	<b>350</b>	<b>73,348</b>
<b>Depreciation/Impairment</b>								
1 April 2021	334	6,779	2,651	9,764	74	0	4	9,842
Charge for the year	709	815	525	2,049	13	75		2,137
Depreciation written out to the Revaluation Reserve	(1,043)			(1,043)			(4)	(1,047)
Derecognition - Disposals		(145)	(204)	(349)	(61)			(410)
<b>At 31 March 2022</b>	<b>0</b>	<b>7,449</b>	<b>2,972</b>	<b>10,421</b>	<b>26</b>	<b>75</b>	<b>0</b>	<b>10,522</b>
<b>Net Book Value</b>								
<b>1st April 2021</b>	<b>35,918</b>	<b>10,923</b>	<b>2,872</b>	<b>49,711</b>	<b>68</b>	<b>98</b>	<b>178</b>	<b>50,053</b>
<b>31 March 2022*</b>	<b>48,471</b>	<b>10,310</b>	<b>3,670</b>	<b>62,451</b>	<b>25</b>	<b>0</b>	<b>350</b>	<b>62,821</b>

\*£132k is included in non-current assets (on the Balance Sheet) that are owned by ESFM (Humberside) Ltd, please see note 12 for details.

\*\* 2020/21 balances have been restated (see note 15).

## 2020/21 Comparatives

	Operational Assets				Operational Assets (Intangible)	Non-operational Assets		
	Land and Buildings	Vehicles	Plant and Equipment	TOTAL	Intangible Assets*	Assets Under Construction	Surplus Assets	Total Assets
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>Cost or Valuation</b>								
1 April 2020	32,881	17,663	4,954	55,498	256	75	182	56,011
Additions/Enhancement	2,022	330	828	3,180		23		3,203
Revaluation increases / (decreases) to Revaluation Reserve	(792)			(792)				(792)
Revaluation increases / (decreases) to Comprehensive Income and Expenditure Statement	(2,029)			(2,029)				(2,029)
Derecognition - Disposals		(291)	(259)	(550)	(114)			(664)
Other movements				0				0
<b>At 31 March 2021</b>	<b>32,082</b>	<b>17,702</b>	<b>5,523</b>	<b>55,307</b>	<b>142</b>	<b>98</b>	<b>182</b>	<b>55,729</b>
<b>Depreciation/Impairment</b>								
1 April 2020	947	6,088	2,361	9,396	124		2	9,522
Charge for the year	673	878	464	2,015	26		2	2,043
Depreciation written out to the Revaluation Reserve	(1,286)			(1,286)				(1,286)
Derecognition - Disposals		(187)	(174)	(361)	(76)			(437)
<b>At 31 March 2021</b>	<b>334</b>	<b>6,779</b>	<b>2,651</b>	<b>9,764</b>	<b>74</b>	<b>0</b>	<b>4</b>	<b>9,842</b>
<b>Net Book Value</b>								
<b>1st April 2020</b>	<b>31,934</b>	<b>11,575</b>	<b>2,593</b>	<b>46,102</b>	<b>132</b>	<b>75</b>	<b>180</b>	<b>46,486</b>
<b>31 March 2021</b>	<b>31,748</b>	<b>10,923</b>	<b>2,872</b>	<b>45,543</b>	<b>68</b>	<b>98</b>	<b>177</b>	<b>45,883</b>

\*£148k is included in non-current assets (on the Balance Sheet) that are owned by ESFM (Humberside) Ltd, please see note 12 for details.

Asset Classes

The table below analyses the major types of Asset and the numbers held in each category:

Category of Asset	No. Held 31 March 2022	No. Held 31 March 2021
<b>Operational Land &amp; Buildings</b>		
Service Headquarters	1	1
Fire Stations	31	31
Other Offices	2	2
<b>Operational Vehicles</b>		
Fire Appliances	71	72
Lorries	1	1
Vans	29	27
Cars	122	129
Others	4	4
New Dimensions Assets	6	6

Capital Financing Requirement

Movements in the Capital Financing Requirement for the year 2021/22 are shown in the table below:

	2021/22 £'000	2020/21 £'000
Opening Capital Financing Requirement	19,508	17,871
Capital Investment		
Operational Assets	1,960	3,180
Non Operational Assets	-	23
Sources of Finance		
Capital Receipts	-	(65)
Minimum Revenue Provision	(788)	(700)
Revenue Contributions to Capital Outlay	(1,960)	(801)
	<b>18,720</b>	<b>19,508</b>
Explanation of Movements in Year		
Increase/(Decrease) in the Underlying Need to Borrow Unsupported by Government Financial Assistance	(788)	1,637
	<b>(788)</b>	<b>2,168</b>

### Valuation of Property carried at Current Value

The following statement shows the progress of the Authority's rolling programme for the revaluation of non-current Assets. The valuation of the building stock is carried out by the Clark Weightman Ltd and has an effective date of 1 April each year. The basis for valuation of the different categories of Asset is set out in note 1 of the Notes to the Financial Statements.

#### 2021/22

	Operational Assets			Non Operational Assets		Total £'000
	Other Land & Buildings	Vehicles	Plant & Equipment	Assets Under Construction	Surplus Assets	
	£'000	£'000	£'000	£'000	£'000	
Value as at Historical Cost		10,310	3,670			13,980
Value at Current Value in: 2021/22	48,471				350	48,821
Value as at 31 March 2020	<u>48,471</u>	<u>10,310</u>	<u>3,670</u>	<u>-</u>	<u>350</u>	<u>62,801</u>
Nature of asset holding						
Leased	1,769					1,769
Owned	46,702	10,310	3,670	-	350	61,032
	<u>48,471</u>	<u>10,310</u>	<u>3,670</u>	<u>-</u>	<u>350</u>	<u>62,801</u>

Note: the above valuations as at 31 March 2022 are net of accumulated Depreciation to that date.

#### 2020/21

	Operational Assets			Non Operational Assets		Total £'000
	Other Land & Buildings	Vehicles	Plant & Equipment	Assets Under Construction	Surplus Assets	
	£'000	£'000	£'000	£'000	£'000	
Value as at Historical Cost		10,923	2,872	98		13,893
Value at Current Value in:						
2020/21	23,740					23,740
2019/20	3,101					3,101
2018/19	1,363				177	1,540
2017/18	3,544					3,544
Value as at 31 March 2020	<u>31,748</u>	<u>10,923</u>	<u>2,872</u>	<u>98</u>	<u>177</u>	<u>45,818</u>
Nature of asset holding						
Leased	728					728
Owned	31,020	10,923	2,872	98	177	45,090
	<u>31,748</u>	<u>10,923</u>	<u>2,872</u>	<u>98</u>	<u>177</u>	<u>45,818</u>

### Capital Expenditure

Capital Expenditure incurred by the Authority during 2021/22 with comparatives for 2020/21 and the sources of financing are as follows:

Category of Asset	2021/22	Category of Asset	2020/21	The
	£'000		£'000	
<b>Land &amp; Buildings (Including those under Construction)</b>		<b>Land &amp; Buildings (Including those under Construction)</b>		
Clough Road Training	20	Clough Road Training	671	
Bridlington	35	Bridlington	405	
Cromwell Road	67	Service Headquarters	137	
Cleethorpes	44	Beverley	73	
Market Weighton	54	Howden	5	
Scunthorpe	17	Scunthorpe	513	
Dignity Works	59	Market Weighton	22	
		Dignity Works	146	
		Calvert Lane	23	
		Barton	5	
		Peaks Lane	22	
<b>Vehicles (including those under Construction)</b>	242	<b>Vehicles (including those under Construction)</b>	353	
<b>Plant &amp; Equipment (Including Equipment under Construction)</b>		<b>Plant &amp; Equipment (Including Equipment under Construction)</b>		
IT Equipment	260	IT Equipment	719	
Equipment	126	Equipment	109	
Personal Protective Equipment	1,036			
Intangibles	-	Intangibles	-	
	<b>1,960</b>		<b>3,203</b>	
<b>Source of Finance</b>		<b>Source of Finance</b>		
	£'000		£'000	
<b>Loans - Unsupported Borrowing</b>	-	<b>Loans - Unsupported Borrowing</b>	2,337	
<b>Capital Contributions (including capital receipts)</b>	1,960	<b>Capital Contributions (including capital receipts)</b>	866	
	<b>1,960</b>		<b>3,203</b>	

Authority had outstanding commitments under capital contracts as at 31 March 2022 to the value of £0.242m which will take place during 2022/23.

### Finance Leases

The Authority has a building that has been acquired under a finance lease. This asset is carried as Property, Plant and Equipment in the Balance Sheet at the following net amounts:

	2021/22	2020/21
	£'000	£'000
Property, Plant and Equipment	1,769	728
	<b>1,769</b>	<b>728</b>

The Authority is committed to making minimum payments under these leases comprising settlement of the long-term liability for the interest in the property acquired by the Authority and finance costs that will be payable by the Authority in future years while the liability remains outstanding. The minimum lease payments are made up of the following amounts:

	<b>2021/22</b>	<b>2020/21</b>
	<b>£'000</b>	<b>£'000</b>
Finance Lease Liability	1,029	951
Finance Costs		
Current	105	83
Non Current	1,395	1,140
	<b>2,529</b>	<b>2,174</b>

The minimum lease payments will be payable over the following periods:

	<b>Minimum Lease</b>		<b>Finance Lease</b>	
	<b>2021/22</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2020/21</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Not later than one year	120	99	16	16
Later than one year and not later than five years	482	395	81	77
Later than five years	1,927	1,680	934	859
	<b>2,529</b>	<b>2,174</b>	<b>1,031</b>	<b>952</b>

#### Operating Leases

The Authority does not have any material operating leases.

## **6. Reserves held by the Authority**

#### Useable Reserves

The Authority retains a number of Reserves which are available to fund Expenditure.

General Fund Balance - This is retained to fund unforeseen expenditure pressures.

Earmarked Reserves - These reserves are retained to fund particular items of expenditure and are reviewed each year, currently the Earmarked Reserves balance is £7.516m (£7.363m at the end of 2020/21). Please see the description of each reserve below.

<b>31 March 2021 £'000</b>	<b>Earmarked Reserves</b>	<b>31 March 2022 £'000</b>
300	Resilience Reserve	300
4,160	Capital Funding Reserve	4,160
500	Insurance Reserve	500
1,000	Ark Reserve	1,000
-45	Share of ESFM (Humberside) Ltd Net Assets	360
355	ESMCP Reserve	265
288	COVID Reserve	210
155	Grenfell and Protection Reserve	71
150	Uniform Replacement Programme Reserve	150
470	East Coast & Herfordshire Control Room Consortium Reserve	470
30	Environmental Reserve	30
<b>7,363</b>	<b>Total Earmarked Reserves</b>	<b>7,516</b>



Resilience Reserve – This can be used to fund any costs associated with the resilience of the service.

Capital Funding Reserve - This reserve is utilised to fund items of Capital expenditure.

Insurance Reserve – This reserve is to fund any costs that are not covered by the Authority's insurance policies.

Ark Reserve – This funding is identified to fund 'The Ark, National Flood Resilience Centre' development with Hull University.

Share of ESFM (Humberside) Ltd Net Assets – This reflects the Authority's share of ESFM (Humberside) Ltd net assets at the balance sheet date.

ESMCP Reserve – The Emergency Services Mobile Communications Programme (ESMCP) Reserve is a grant given by Government to assist with the upgrade of our mobile communications.

COVID Reserve – This is the remaining balance of the grant issued by Government to assist with additional costs associated with the COVID pandemic.

Grenfell and Protection Reserve – This is the remaining balance of grants issued by Government to respond to the Grenfell Tower Inquiry findings and Protection investment.

Uniform Replacement Programme Reserve – This funding is identified to fund the uniform replacement programme.

East Coast & Hertfordshire Control Room Consortium Reserve – this funding is identified to meet Humberside's share of the infrastructure costs of the East Coast and Hertfordshire Control Room Consortium.

Environmental Reserve – This funding is identified to develop environmental infrastructure.

Capital Receipts Reserve - This can be used to fund items of Capital Expenditure.

#### Unusable Reserves

The Authority now retains four unusable reserves:-

Capital Adjustment Account – This Reserve is required by the CIPFA Code of Practice on Local Authority Accounting and is used to allow the Authority to nullify the effect of Non-current Asset expenses on the Accounts.

Revaluation Reserve – This Reserve is required by the Code of Practice on Local Authority Accounting and reflects the amount to which the value of the property owned by the Authority has increased. A transfer can be made from the Revaluation Reserve to the Capital Adjustment Account to reflect the amount of additional Depreciation that has been charged due to the increase in value of the property, should the value of a previously revalued property fall some or all of the loss can be offset against the amount remaining in the Revaluation Reserve.

Pensions Reserve – Please see Note 4 Pensions.

Collection Fund Adjustment Account – This Reserve is required by the CIPFA Code of Practice on Local Authority Accounting for Adjustment Account billing and precepting Authorities regarding the collection and distribution of collection fund receipts.

Accumulated Absence Account – This Reserve is required by CIPFA Code of Practice on Local Authority Accounting to neutralise the impact on the General Funding Balance for the accruing of compensated absences earned but not yet taken in the year e.g. annual leave entitlement carried forward at 31 March.

Movement on Capital Reserves**Revaluation Reserve**

	<b>2022 £'000</b>	<b>Restated 2021 £'000</b>
Gains on Revaluation of Non Current Assets	(15,142)	(5,028)
Losses on Revaluation of Non Current Assets	813	966
Compensatory adjustment from the Revaluation Reserve to convert current value depreciation debits to historical cost.	58	53
Total Movement on Reserve	<u>(14,271)</u>	<u>(4,009)</u>
Balance Brought Forward 1 April	(8,919)	(4,910)
Balance Carried Forward at 31 March	<u>(23,190)</u>	<u>(8,919)</u>

**Capital Adjustment Account**

	<b>2022 £'000</b>	<b>Restated 2021 £'000</b>
Net Book Value of Assets disposed of	193	226
Depreciation	2,087	2,070
Impairments	1,354	1,427
Compensatory adjustment from the Revaluation Reserve to convert current value depreciation debits to historical cost.	(58)	(53)
Deferred Grants and Contributions applied	(1,960)	(866)
Provision for Repayments of External Loans (MRP)	(788)	(700)
Total Movement on Reserve	<u>828</u>	<u>2,104</u>
Balance Brought Forward 1 April	(20,377)	(22,482)
Balance Carried Forward at 31 March	<u>(19,549)</u>	<u>(20,377)</u>

## 7. Borrowing and Investments

### Long Term Liabilities

The outstanding borrowings and Liabilities of the Authority are disclosed below:

	2021/22			2020/21		
	Repayable		Repayable	Repayable		Repayable
	within 12	after 12		within 12	after 12	
	Total	months	months	Total	months	months
	£'000	£'000	£'000	£'000	£'000	£'000
Public Works Loan Board	19,159	990	18,169	16,984	915	16,069
Finance Leases	1,029	16	1,013	951	16	935
Pension Liability - Firefighters' Pension Fund	701,390		701,390	703,450		703,450
Pension Liability - Local Government Pension Scheme	9,374		9,374	15,572		15,572
	<b>730,952</b>	<b>1,006</b>	<b>729,946</b>	<b>736,957</b>	<b>931</b>	<b>736,026</b>

The outstanding borrowings of the Authority at 31 March 2022 which were repayable within a period in excess of 12 months were as follows:

Source of Loan	Interest Rate Payable %	Amount Outstanding at	
		31 March 2022	31 March 2021
		£'000	£'000
Public Work Loans Board	1.80	1,000	1,000
Public Work Loans Board	1.86	1,000	1,000
Public Work Loans Board	1.96	1,000	1,000
Public Work Loans Board	1.99	1,000	1,000
Public Work Loans Board	2.09	1,000	-
Public Work Loans Board	2.10	1,000	1,000
Public Work Loans Board	2.14	1,000	1,000
Public Work Loans Board	2.19	1,000	-
Public Work Loans Board	2.25	1,000	-
Public Work Loans Board	3.70	1,000	1,000
Public Work Loans Board	3.75	1,000	1,000
Public Work Loans Board	3.84	1,000	1,000
Public Work Loans Board	3.88	1,000	1,000
Public Work Loans Board	4.40	428	428
Public Work Loans Board	4.55	3,000	3,900
Public Work Loans Board	4.63	500	500
Public Work Loans Board	4.75	95	95
Public Work Loans Board	5.00	900	900
		<b>18,169</b>	<b>16,069</b>

Loans analysed by maturity are as follows:

	31 March 2022 £'000	31 March 2021 £'000
Maturing in 1-2 Years	1,500	900
Maturing in 2-5 Years	2,669	3,169
Maturing in 5-10 Years	7,000	7,000
Maturing in More Than 10 Years	7,000	5,000
	<b>18,169</b>	<b>16,069</b>

### Provision for the Repayment of External Loans

The Authority is required by statute to set aside a Minimum Revenue Provision (MRP) for the redemption of external debt. The method of calculating the Provision is defined by statute. The MRP for 2021/22 is as follows:

	2021/22 £'000	2020/21 £'000
MRP based on Option 1 - 4% of CFR/Supported Borrowing	287	276
MRP based on Option 3(a) - Equal Instalments	-	-
MRP based on Option 3(b) - Annuity Method	485	410
MRP for Assets acquired under Finance Leases Matched to the Principal repaid	16	14
	<u>788</u>	<u>700</u>

### Short Term Investments

The Authority places funds with counter-parties on a commercial basis, these loans are made to counter-parties who meet a specified criteria. The loans are short-term (less than a year). Accrued interest is included in the Balance Sheet at 31 March. The value of these investments is £11.005m at 31 March. (2020/21 was £7.000m).

## **8. Other Creditors and Debtors**

- Long-Term Creditors

There are no long-term creditors at 31 March 2022.

- Short-Term Creditors

Analysis of short term creditors is as follows: -

	31 March 2022 £'000	31 March 2021 £'000
Central Government Bodies	966	969
Other Local Authorities	3,064	2,280
Bodies External to General Government	4,171	4,085
	<u>8,201</u>	<u>7,334</u>

\*included in the Short-Term Creditors figure on the Balance Sheet is £231k relating to ESFM (Humberside) Ltd, please see note 12 for details.

- Long-Term Debtors

There were no long-term debtors at 31 March 2022.

- Short-Term Debtors

Amounts falling due within one year may be analysed as follows: -

	31 March 2022 £'000	31 March 2021 £'000
Central Government Bodies	5,204	4,113
Other Local Authorities	274	121
NHS Bodies	60	-
Bodies External to General Government	6,390	5,175
	<u>11,928</u>	<u>9,409</u>

\*included in Short-Term Debtors is £364k relating to ESFM (Humberside) Ltd, please see note 12 for further details.

## 9. Financial Instruments

The Financial Instruments held by the Authority are included below and the Authority fully complies with the CIPFA Code of Practice on Local Authority Accounting.

### Amortised Cost

Financial Instruments (whether borrowing or investment) are valued on an amortised costs basis using the Effective Interest Rate (EIR) method.

### Fair Value

In these disclosure notes, Financial Instruments are also required to be shown at Fair Value.

### Compliance

The Authority has complied with the following:

It has adopted the CIPFA Treasury Management in the Public Services: Code of Practice.

Set treasury management indicators to control key Financial Instrument risks in accordance with CIPFA's Prudential Code.

Accounting regulations require the Financial Instruments (investment, lending and borrowing of the Authority) shown on the Balance Sheet to be further analysed into various defined categories. The investments, lending & borrowing disclosed in the Balance Sheet are made up of the following categories of "Financial Instruments".

	<b>Long Term</b>		<b>Current</b>	
	<b>31 March</b>		<b>31 March</b>	
	<b>2022</b>	<b>2021</b>	<b>2022</b>	<b>2021</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Investments at Amortised Cost</b>				
Loans and Receivables at Amortised Cost			11,005	7,000
<b>Total Investments at Amortised Cost</b>	<b>-</b>	<b>-</b>	<b>11,005</b>	<b>7,000</b>
<b>Debtors</b>				
Financial Assets (including Trade Debtors and General and Other Debtors and Long Term Debtors)			2,834	3,032
<b>Total Debtors</b>	<b>-</b>	<b>-</b>	<b>2,834</b>	<b>3,032</b>
<b>Borrowings at Amortised Cost</b>				
Financial Liabilities at Amortised Cost	(19,183)	(17,004)	(1,006)	(931)
<b>Total Borrowings at Amortised Cost</b>	<b>(19,183)</b>	<b>(17,004)</b>	<b>(1,006)</b>	<b>(931)</b>
<b>Creditors</b>				
Financial Liabilities Carried at Contract Amount			(1,162)	(1,755)
<b>Total Creditors</b>	<b>-</b>	<b>-</b>	<b>(1,162)</b>	<b>(1,755)</b>

Analysis of the Financial Liabilities and Loans and Receivables is shown in the table below:

	31 March	
	2022	2021
	£'000	£'000
<b>Financial Liabilities</b>		
Current		
Creditors	(1,162)	(1,755)
Public Works Loans Board Loans and Finance Leases	(1,006)	(931)
	<u>(2,168)</u>	<u>(2,686)</u>
Long Term		
Public Works Loans Board Loans	(18,170)	(16,069)
Finance Leases	(1,013)	(935)
	<u>(19,183)</u>	<u>(17,004)</u>
	<u>(21,351)</u>	<u>(19,690)</u>
<b>Financial Assets</b>		
Current		
Debtors	2,834	3,032
Investments	11,005	7,000
	<u>13,839</u>	<u>10,032</u>

Gains and losses recognised in the Comprehensive Income and Expenditure Account for 2021/22 in relation to financial instruments are made up as follows:

	2021/22				2020/21			
	Financial Liabilities	Financial Assets		Total	Financial Liabilities	Financial Assets		Total
	Measured at amortised cost	Loans and Receivables	Available for sale Assets		Measured at amortised cost	Loans and Receivables	Available for sale Assets	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Interest Expense	(756)	-	-	(756)	(633)	-	-	(633)
Loss on derecognition	-	-	-	-	-	-	-	-
Impairment losses	-	-	-	-	-	-	-	-
<b>Interest payable and similar charges</b>	<u>(756)</u>	<u>-</u>	<u>-</u>	<u>(756)</u>	<u>(633)</u>	<u>-</u>	<u>-</u>	<u>(633)</u>
Interest income	-	16	-	16	-	12	-	12
Losses on revaluation	-	-	-	-	-	-	-	-
Amounts recycled to the Income and Expenditure Account after impairment	-	-	-	-	-	-	-	-
<b>Interest and investment income</b>	<u>-</u>	<u>16</u>	<u>-</u>	<u>16</u>	<u>-</u>	<u>12</u>	<u>-</u>	<u>12</u>
Gains on revaluation	-	-	-	-	-	-	-	-
Losses on revaluation	-	-	-	-	-	-	-	-
Amounts recycled to the Income and Expenditure Account after impairment	-	-	-	-	-	-	-	-
<b>Surplus arising on revaluation of financial assets</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net gain/(loss) for the year</b>	<u>(756)</u>	<u>16</u>	<u>-</u>	<u>(740)</u>	<u>(633)</u>	<u>12</u>	<u>-</u>	<u>(621)</u>

The Fair value of each class of Financial Assets and Liabilities which are carried in the balance sheet at Amortised Cost is disclosed below.

The Authority engaged Link Asset Services, a firm of financial consultants specialising in treasury management and capital finance in the U.K. Public Sector, who have calculated the Fair Value of the Financial Instruments stated above. Link Asset Services methodology and assumptions have been adopted and are stated below.

### Methods and Assumptions in Valuation Technique

The Fair Value of a Financial Instrument is determined by calculating the Net Present Value (NPV) of future cash flows, which provides an estimate of the value of payments in the future in today's terms.

The discount rate used in the NPV calculation is the rate applicable in the market on the date of valuation for a Financial Instrument with the same structure, terms and remaining duration. For debt, this will be the new borrowing rate since premature repayment rates include a margin which represents the lender's profit as a result of rescheduling the loan; this is not included in the Fair Value calculation since any motivation other than securing a fair price should be ignored.

The rates quoted in this valuation were obtained by our treasury management consultants from the market on 31 March 2020, using bid prices where applicable.

The calculations are made with the following assumptions:

For Public Works Loans Board debt, the discount rate used is the rate for new borrowing as per rate sheet number 126/22. For other market debt and investments the discount rate used is the rate available for a Financial Instrument with the same terms from a comparable lender. Interpolation techniques have been used between available rates where the exact maturity period was not available. No early repayment or Impairment is recognised.

Fair Values have been calculated for all Financial Instruments in the portfolio, but only those which are materially different from the carrying value have been disclosed (for loans of less than one year the principal amount of the loan is deemed to be fair value). The Fair Value of trade and other receivables is taken to be the invoiced or billed amount.

The Fair Values are calculated as follows:

	<b>31 March 2022</b>		<b>31 March 2021</b>	
	<b>Carrying Amount £'000</b>	<b>Fair Value £'000</b>	<b>Carrying Amount £'000</b>	<b>Fair Value £'000</b>
Financial Liabilities	(19,069)	(19,657)	(16,896)	(18,693)
Loans and Receivables	11,000	10,997	7,000	7,000

The increase in the Fair Value of Financial Liabilities over the carrying amount is because the interest rate payable on the Authority's portfolio of fixed rate loans is higher than the rates for similar loans as at the Balance Sheet date. The decrease in the Fair Value of the Loans and Receivables over the carrying amount is due to the interest rate receivable on the Authority's portfolio of fixed rate investments being lower than the rates for similar loans as at the Balance Sheet date.

The Authority's management of treasury risks actively works to minimise the exposure to the unpredictability of financial markets and to protect the financial resources available to fund services. The Authority has fully adopted CIPFA's Code of Treasury Management Practices and has written principles for overall risk management as well as written policies and procedures covering specific areas such as credit risk, liquidity risk and market risk.

### Credit Risk

Credit risk arises from the short-term lending of surplus funds to banks, building societies and other local authorities as well as credit exposures to the Authority's customers. It is the policy of the Authority to place deposits only with a limited number of high quality banks and building societies whose credit rating is independently assessed as sufficiently secure by the Authority's treasury advisers and to restrict lending to a prudent maximum amount for each institution. In order to mitigate against risk and in the light of market conditions, the Executive Director of Finance and Section 151 Officer considered that the most prudent approach was to restrict investments to UK based, and other 'AAA' rated European institutions with a maximum limit of £2m. The Authority has access to three money market investment funds, these are highly secure funds that are 'AAA' rated and provide instant return of the investment if required.

The following analysis summarises the Authority's potential maximum exposure to credit risk, based on past experience and current market conditions. No credit limits were exceeded during the financial year and the Authority expects full repayment on the due date of deposits placed with its counterparties.

	31 March 2022	Historical experience of default	Historical experience adjusted for market conditions at 31 March 2022	Estimated maximum exposure to default and uncollectability 31 March 2022
	£'000	%	%	£'000
Deposits with banks and financial institutions	11,005	0.00	0.00	-
Bonds	-	0.00	0.00	-
Customers	367	0.43	0.43	2
	<u>11,372</u>			<u>2</u>

No credit limits were exceeded during the Accounting Period and the Authority does not expect any losses from non-performance by any of its counterparties in relation to deposits and bonds.

#### Debtors

The Authority does not generally allow credit for customers, such that only £80k of the £367k balance is past its due date for payment. The past due amount can be analysed by age as follows:

	31 March 2022 £'000	31 March 2021 £'000
Less than three months	41	5
Three to six months	39	36
Six months to one year	-	-
More than one year	-	-
	<u>80</u>	<u>41</u>

#### Liquidity Risk

The Authority has access to a facility to borrow from the Public Works Loans Board. As a result there is no significant risk that the Authority will be unable to raise finance to meet its commitments under Financial Instruments. The Authority has safeguards in place to ensure that a significant proportion of its borrowing does not mature for repayment at any one time in the future to reduce the financial impact of re-borrowing at a time of unfavourable interest rates. The Authority's policy is to ensure that not more than 10% of loans are due to mature within any financial year and 25% within any rolling five-year period through a combination of prudent planning of new loans taken out and, where it is economic to do so, making early repayments.

See Note 7 of the Notes to the Accounts for an analysis of the maturity of long-term loans with the Public Work Loans Board.

All trade and other payables are due to be paid in less than one year.

#### Market Risk

##### Interest Rate Risk

The Authority is exposed to interest rate risk in two different ways; the first being the uncertainty of interest paid/received on variable rate Financial Instruments, and the second being the effect of fluctuations in interest rates on the fair value of a Financial Instrument.



The current interest rate risk for the Authority is summarised below:

The Fair Value of fixed rate Financial Assets will fall if interest rates rise. This will not impact on the Balance Sheet for the majority of Assets held at Amortised Cost, but will impact on the disclosure note for Fair Value. It would have a negative effect on the Balance Sheet for those assets held at Fair Value in the Balance Sheet, which would also be reflected in the Comprehensive Income and Expenditure Statement.

The Fair Value of fixed rate Financial Liabilities will rise if interest rates fall. This will not impact on the Balance Sheet for the majority of Liabilities held at Amortised Cost, but will impact on the disclosure note for Fair Value.

The Authority has a number of strategies for managing interest rate risk. Policy is to aim to keep a maximum of 25% of its borrowings in variable rate loans. During periods of falling interest rates, and where economic circumstances make it favourable, fixed rate loans will be repaid early to limit exposure to losses. The risk of loss is ameliorated by the fact that a proportion of government grant payable on financing costs will normally move with prevailing interest rates or the Authority's cost of borrowing and provide compensation for a proportion of any higher costs.

The treasury management team has an active strategy for assessing interest rate exposure that feeds into the setting of the annual budget and which is used to update the budget quarterly during the year. This allows any adverse changes to be accommodated. The analysis will also advise whether new borrowing taken out is fixed or variable.

According to this investment strategy, at 31 March 2022, if interest rates had been 1% higher with all other variables held constant, the financial effect would be:

	<b>31 March 2022 £'000</b>	<b>31 March 2021 £'000</b>
Decrease in Fair Value of fixed rate investment assets	(30)	-
Increase in Fair Value of fixed rate borrowing liabilities	(806)	1,222

#### Price Risk

The Authority does not invest in equity shares and does not have shareholdings in any joint ventures and therefore is not at significant risk to price movements.

#### Foreign Exchange Risk

The Authority has no Financial Assets or Liabilities denominated in foreign currencies and thus has no exposure to loss arising from movements in exchange rates.

#### Financial Guarantees

The Authority does not provide any financial guarantees.

## 10. Note to Expenditure and Fundings Analysis

Year ended 31 March 2021				Year ended 31 March 2022			
£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Adjustments for Capital Purposes	Net Change for the Pensions Adjustments	Other Differences	Total Adjustments	Adjustments for Capital Purposes	Net Change for the Pensions Adjustments	Other Differences	Total Adjustments
(3)	(466)		(469)	(2)	(590)		(592)
(3,666)	(7,091)		(10,757)	(2,947)	(6,587)		(9,534)
(432)	(988)		(1,420)	(463)	(1,706)		(2,169)
			- Corporate and Democratic Core				-
			- Corporate Management				-
	(25)		(25)				-
(4,101)	(8,570)	-	(12,671)	(3,412)	(8,883)	-	(12,295)
			<b>Net Cost of Services</b>				
1,340	(13,877)	922	(11,615)	2,555	(14,340)	525	(11,260)
			Other Operating Expenditure				
			<b>Difference between General Fund surplus or deficit and Comprehensive Income and Expenditure Statement Surplus or Deficit on the Provision of Services</b>				
(2,761)	(22,447)	922	(24,286)	(857)	(23,223)	525	(23,555)

## 11. Other Operating Expenditure, Financing, Investment Income, Taxation and Non-Specific Grants

	2021/22 £000s	2020/21 £000s
<b>Other Operating Expenditure</b>		
(Profit)/Loss on the disposal of assets	164	161
<b>Total Other Operating Expenditure</b>	<b>164</b>	<b>161</b>
<b>Financing and Investment Income and Expenditure</b>		
Interest Payable	756	633
Interest Receivable	(16)	(12)
Net interest cost on the net defined pension liability		
- Firefighters' Pension Scheme	14,000	13,740
- Local Government Pension Scheme	338	137
<b>Total Financing and Investment Income and Expenditure</b>	<b>15,078</b>	<b>14,498</b>
<b>Taxation and Non Specific Grant Income</b>		
Council Tax Payers	24,011	23,878
General Government Grants (See breakdown below)	2,653	3,641
Localised Business Rates	3,979	3,909
National Non Domestic Rates and Revenue Support Grant	17,359	17,469
<b>Total Taxation and Non Specific Grant Income</b>	<b>48,002</b>	<b>48,897</b>
<b>General Government Grants</b>		
Additional Pensions Grant	2,543	2,543
COVID19 Funding	110	1,098
	<b>2,653</b>	<b>3,641</b>

### Precepts

The Authority, at its meeting on 12 February 2021, set a precept for 2021/22 equivalent to a Band D Council Tax of £88.35. Precepts and Collection Fund balances received from the four constituent Authorities for 2021/22 are as follows:

	Precepts 2021/22 £'000	Collection Fund Residual 2020/21 £'000	Surplus/(Deficit) 31 March 2022 £'000	Total 2021/22 £'000
Kingston upon Hull City Council	5,474	30	(67)	5,437
East Riding of Yorkshire Council	10,365	83	(152)	10,296
North East Lincolnshire Council	3,923	20	(29)	3,914
North Lincolnshire Council	4,386	12	(33)	4,365
	<b>24,148</b>	<b>145</b>	<b>(281)</b>	<b>24,012</b>

	Precepts 2020/21 £'000	Collection Fund Residual 2019/20 £'000	Surplus/(Deficit) 31 March 2021 £'000	Total 2020/21 £'000
Kingston upon Hull City Council	5,423	(44)	36	5,415
East Riding of Yorkshire Council	10,236	43	17	10,296
North East Lincolnshire Council	3,840	56	(38)	3,858
North Lincolnshire Council	4,322	(51)	38	4,309
	<b>23,821</b>	<b>4</b>	<b>53</b>	<b>23,878</b>

The Authority is made up of 22 Members who are nominated by the 4 Unitary Authorities in the Humberside region. The Police and Crime Commissioner for Humberside, Jonathan Evison, also sits on the Authority.

## 12. Related Parties

The Authority is required to disclose material transactions with related parties - bodies or individuals that have the potential to control or influence the Authority or to be controlled or influenced by the Authority. Disclosure of these transactions allows readers to assess the extent to which the Authority might have been constrained in its ability to operate independently or might have secured the ability to limit another party's ability to bargain freely with the Authority.

### Central Government

Central Government has significant influence over the general operations of the Authority; it is responsible for providing the statutory framework within which the Authority operates, it provides a significant part of its funding in the form of grants, and prescribes the terms of many of the transactions that the Authority has with other parties. The Authority receives NNDR, General Government grants and Capital Grants from the Department for Communities and Local Government or the Home Office. (Details of these grants are disclosed in note 11).

### Pensions

See note 4 in the Notes to the Financial Statements.

### Members

The Precept is collected on the Authority's behalf by the four Local Authorities in the Humberside area (as disclosed in note 11), the following Members are Local Councillors on these councils.

East Riding of Yorkshire Council: Phil Davison, John Dennis, Caroline Fox, Helen Green, Lyn Healing, Barbara Jefferson, Patricia Smith.

Kingston upon Hull City Council: Sharon Belcher, Linda Chambers, Jackie Dad, Peter North, Christine Randall, Abhimanya Singh.

North East Lincolnshire Council: Ian Lindley, Matt Patrick, Ron Shepherd, Stewart Swinburn.

North Lincolnshire Council: John Briggs, Mick Grant, Nigel Sherwood, Rob Waltham MBE.

The total of Members' allowances paid in 2021/22 is shown in note 13. During 2021/22 no Members of the Authority, or their close relations, undertook any declarable related party transactions with the Authority. The Authority requires Members to complete a declaration of related party transactions, and these declarations are used as the basis of this note.

### Officers

During the course of 2021/22 no senior officers of the Authority (with the exception of the one member of staff that is a Director of HFR Solutions, two members of staff that are Directors of Emergency Services Fleet Management (Humberside) Ltd and two members of staff that are seconded to Humberside Police), or their close relations, undertook any declarable related party transactions with the Authority. The Authority requires senior officers to complete a declaration of related party transactions, and these declarations are used as the basis of this note.

The Authority/HFR Solutions supplied goods and services to each other during 2021/22; the value of the supplies to HFR Solutions was £0.2m (£0.2m during 2020/21), HFR Solutions supplied goods and services to the Authority with a negligible value (negligible in 2020/21) and made under normal commercial terms. £0.1m was owed to the Authority at 31 March 2022 (£0.1m was outstanding at 31 March 2022).

Two officers of the Fire Authority are also Directors of Emergency Services Fleet Management (Humberside) Ltd (Executive Director/S.151 Officer Kevin Wilson and Director Steve Topham). Emergency Services Fleet Management (Humberside) Ltd is a joint arrangement that provides vehicle maintenance services to the Authority and Humberside Police. Emergency Services Fleet Management (Humberside) Ltd supplied goods and services during 2021/22 with a value of £1.2m (£1.2m during 2020/21) to Humberside Fire Authority.

Two officers of the Fire Authority are also seconded to Police and Crime Commissioner for Humberside on a part time basis (Executive Director/S.151 Officer Kevin Wilson and Joint Deputy Chief Finance Officer/Deputy S.151 Officer Martyn Ransom). Humberside Police supplied goods and services to the Authority during 2021/22 with a value of £2.0m (£3.0m during 2020/21). The Authority supplied goods and services to Humberside Police during 2021/22 with a value of £0.3m (£0.4m during 2020/21).

The Authority retains joint control of Emergency Services Fleet Management (Humberside) Ltd with Humberside Police on a 50/50 split. The Authority's share of the net assets and reserves for 2021/22 are £0.3m (£0.1m 2020/21) and have been consolidated into the Financial Statements of the Authority. These amounts are taken from the Emergency Services Fleet Management (Humberside) Ltd draft accounts at 31 March 2022.

The disclosure note itself has been prepared in accordance with guidance on the interpretation of IAS 24 (Related Party Transactions) and its applicability to the public sector.

### 13. Members' Allowances

From 1 April 2003, the Authority is required to have its own scheme of Members' Allowances under the terms of the Local Authorities (Members' Allowances) (England) Regulations 2003. The total amount paid to Members under this scheme for 2021/22 was £127,137 (2020/21 was £128,430).

### 14. Officers' Emoluments

Regulation 7 (3) of the Accounts and Audit Regulations 2015 [SI 2015 No. 234] requires the publication of the following disclosures relating to the remuneration of senior employees.

The number of employees whose remuneration, excluding employer's pension contributions, was £50,000 or more in bands of £5,000 are disclosed below:

Remuneration Band	Number of Officers in Band					
	2021/22			2020/21		
	Operational	Non Operational	Total	Operational	Non Operational	Total
£150-154,999	1	-	1	1	-	1
£145-149,999	-	-	-	-	-	-
£140-144,999	-	-	-	-	-	-
£135-139,999	-	-	-	-	-	-
£130-134,999	-	-	-	-	-	-
£125-129,999	1	-	1	1	-	1
£120-124,999	-	-	-	-	-	-
£115-119,999	-	-	-	-	-	-
£110-114,999	1	-	1	-	-	-
£105-109,999	-	1	1	-	1	1
£100-104,999	-	-	-	-	-	-
£95-99,999	-	-	-	-	-	-
£90-94,999	-	-	-	-	-	-
£85-89,999	-	-	-	-	1	1
£80-84,999	3	-	3	3	-	3
£75-79,999	-	-	-	1	-	1
£70-74,999	-	-	-	-	-	-
£65-69,999	4	3	7	4	-	4
£60-64,999	8	-	8	10	3	13
£55-59,999	23	4	27	20	1	21
£50-54,999	21	2	23	17	3	20
	<b>62</b>	<b>10</b>	<b>72</b>	<b>57</b>	<b>9</b>	<b>66</b>

The following table sets out the remuneration disclosures for senior officers whose salary is less than £150,000 but equal to or more than £50,000 per year:

**Disclosure for 2021/22**

Post Title	Salary (Including fees & Allowances)	Benefits in Kind (e.g. Car Allowance)	Total Remuneration excluding employer's pension contributions 2021/22	Employer's pension contributions 2021/22	Total Remuneration including employer's pension contributions 2021/22
Chief Fire Officer & Chief Executive - Chris Blacksell	152,352	300	152,652	-	152,652
Deputy Chief Fire Officer & Executive Director of Corporate Services	129,498	300	129,798	-	129,798
Assistant Chief Fire Officer (23 July 2021 - 31 March 2022)	84,073	99	84,172	24,213	108,385
Executive Director of Corporate Services & S151 Officer*	106,646	1,986	108,632	19,730	128,362
Executive Director of HR and Training (7 February 2022 - 31 March 2022)	15,812	207	16,018	2,925	18,943
Director of Service Delivery Support	84,541	-	84,541	24,348	108,889
Director of Service Improvement (1 April 2021 - 22 July 2021)	26,149	44	26,193	7,536	33,729
Director of Service Improvement (1 September 2021 - 28 February 2022)	36,806	-	36,806	6,809	43,615
Director of Service Improvement - (1 March 2022 - 31 March 2022)	7,020	13	7,032	1,547	8,579
Director of Service Delivery	84,541	-	84,541	24,348	108,889
Director of Service Delivery - (1 March 2022 - 31 March 2022)	7,020	15	7,035	1,547	8,581
Director of People and Development - (1 April 2021 - 28 February 2022)	77,455	-	77,455	16,947	94,403
	<b>811,913</b>	<b>2,963</b>	<b>814,875</b>	<b>129,950</b>	<b>944,825</b>

\* This post is shared with Humberside PCC

**Disclosure for 2020/21**

Post Title	Salary (Including fees & Allowances)	Benefits in Kind (e.g. Car Allowance)	Total Remuneration excluding employer's pension contributions 2020/21	Employer's pension contributions 2020/21	Total Remuneration including employer's pension contributions 2020/21
Chief Fire Officer & Chief Executive - Chris Blacksell	150,281	-	150,281	-	150,281
Deputy Chief Fire Officer & Director of Service Delivery - (1 Apr 2020 - 2 Nov 2020)	86,248	-	86,248	28,155	114,403
Deputy Chief Fire Officer & Director of Service Delivery - (5 Dec 2020 - 31 Mar 2021)	41,006	-	41,006	-	41,006
Executive Director of Corporate Services & S151 Officer*	105,197	1,671	106,868	19,453	126,321
Director of Service Delivery Support	84,171	-	84,171	24,018	108,189
Director of Service Improvement	83,402	-	83,402	24,018	107,420
Director of Service Delivery	83,402	-	83,402	24,018	107,420
Director of People & Development	86,168	629	86,797	-	86,797
Area Manager Projects	59,198	-	59,198	15,031	74,229
Temporary Director of People and Development - (1 April 2020 - 31 December 2020)	54,481	659	55,140	9,103	64,243
Temporary Director of People and Development - (21 January 2021 - 31 March 2021)	16,286	-	16,286	3,530	19,816
	<b>849,840</b>	<b>2,959</b>	<b>852,799</b>	<b>147,325</b>	<b>1,000,125</b>

\* This post is shared with Humberside PCC

The number of employee compulsory and voluntary exit packages agreed with total cost per band and total cost of the redundancies are set out below:

Exit Package Cost Band	2021/22				2020/21			
	Number of Compulsory Redundancies	Number of Other Agreed Departures	Total Number of Exit Packages by Cost Band	Total Cost (£'000)	Number of Compulsory Redundancies	Number of Other Agreed Departures	Total Number of Exit Packages by Cost Band	Total Cost (£'000)
£100,001 - £150,000	-	-	-	-	-	1	1	102
£80,001 - £100,000	-	-	-	-	-	-	-	-
£60,001 - £80,000	-	-	-	-	-	1	1	63
£40,001 - £60,000	-	-	-	-	-	-	-	-
£20,001 - £40,000	-	-	-	-	-	-	-	-
£0 - £20,000	-	1	1	17	-	-	-	-
<b>Total Cost in Bandings</b>	-	<b>1</b>	<b>1</b>	<b>17</b>	-	<b>2</b>	<b>2</b>	<b>165</b>

## 15. Other Notes To The Financial Statements

### Contingent Liabilities

There are no contingent liabilities.

### Exceptional Items

There are no exceptional items.

### Material Items Of Income and Expenditure

There were no material items of income and expenditure during 2021/22 that are not disclosed elsewhere within the Statement of Accounts.

### Heritage Assets

The Authority does not have any Heritage Assets; a collection of fire memorabilia is held by the Authority but has little financial value.

### Audit Fees

During 2021/22 the Authority incurred £36k in Audit fees (£30k in 2020/21) from Mazars relating to external audit.

### Prior Period Adjustments

Due to an error in revaluations of property during 2020/21 the following balances have been restated:

#### Movement in Reserves Statement

	2020/21 Original £'000	Prior Period Adjustment £'000	2020/21 Restated £'000
Capital Adjustment Account	19,775	602	20,377
Revaluation Reserve	5,351	3,568	8,919
Total Authority Reserves	(680,346)	4,170	(676,176)

#### Balance Sheet

	2020/21 Original £'000	Prior Period Adjustment £'000	2020/21 Restated £'000
Property Plant and Equipment	45,963	4,170	50,133
Long Term Assets	46,031	4,170	50,201
Net Assets/(Liabilities)	<u>(680,346)</u>	<u>4,170</u>	<u>(676,176)</u>
Unusable Reserves	(694,083)	4,170	(689,913)
Total Reserves	<u>(680,346)</u>	<u>4,170</u>	<u>(676,176)</u>

#### Note 5 - Non-Current Assets

	2020/21 Original £'000	Prior Period Adjustment £'000	2020/21 Restated £'000
Nat Book Value - Land and Buildings	31,748	4,170	35,918

## Events After The Balance Sheet Date

There have been no events either adjusting or non adjusting after the Balance Sheet date.

## Long Term Commitments

The Authority has entered into a commitment to repay £600k to Humberside Police and Crime Commissioner from March 2016 in respect of additional work undertaken at the joint workshops facility at Melton. The remaining amount will be repaid over the next 3 years at £60k per annum.

## 16. Cash Flow notes

### Movements in Cash and Cash Equivalents

	<b>31 March 2022 £'000</b>	<b>31 March 2021 £'000</b>	<b>Movement £'000</b>
Bank In Hand/(Overdrawn)	149	1,267	(1,118)
	<b>149</b>	<b>1,267</b>	<b>(1,118)</b>

### Cash Flow Statement – Adjust net surplus or deficit on the provision of services for non-cash movements

	<b>2021/22 £'000</b>	<b>2020/21 £'000</b>
Depreciation/Amortisation & Impairment	3,440	4,086
Increase/(decrease) in Creditors	1,972	(268)
(Increase)/decrease in Debtors	(2,524)	(440)
(Increase)/decrease in Inventories	(42)	105
Increase/(decrease) in Provisions	16	127
Movement in Pension Liability	23,291	22,447
Carrying amount of non-current assets held for sale, sold or de-recognised	193	226
	<b>26,346</b>	<b>26,283</b>

### Cash Flow Statement – Adjust for items included in the net surplus or deficit on the provision of services that are investing and finance activities

	<b>2021/22 £'000</b>	<b>2020/21 £'000</b>
Proceeds from short-term and long-term investments		
Proceeds from the sale of Property, Plant and Equipment and Intangible Assets	(29)	(65)
Any other items for which the cash effects are investing or financing cash flows		
	<b>(29)</b>	<b>(65)</b>

### Cash Flow Statement – Operating activities within the cash flow statement include the following cash flows relating to interest

	<b>2021/22 £'000</b>	<b>2020/21 £'000</b>
Interest Received	16	12
Interest Paid	(756)	(633)
	<b>(740)</b>	<b>(621)</b>



Cash Flow Statement – Cash Flows from Investing Activities

	2021/22 £'000	2020/21 £'000
Payments to acquire property, plant and equipment, investment property and intangible assets	(1,960)	(3,203)
Opening Capital Creditors	(1,280)	(891)
Closing Capital Creditors	175	1,280
Purchase of short term investments	(4,000)	(2,000)
Other payments for investing activities	88	-
Proceeds from the sale of property, plant and equipment, investment property and intangible assets	29	65
<b>Net cash flows from investing activities</b>	<b>(6,948)</b>	<b>(4,749)</b>

Cash Flow Statement – Financing Activities

	2021/22 £'000	2020/21 £'000
Cash receipts of short and long-term borrowing	3,000	4,000
Appropriation to/from Collection Fund Adjustment Account	(162)	-)
Repayments of short and long-term borrowing	(826)	(632)
Principal on Finance Leases	(10)	(15)
<b>Net cash flows from financing activities</b>	<b>2,002</b>	<b>3,353</b>

Government Grants

An analysis of other Government grants received during 2021/22 is given in note 11 of the notes to the Financial Statements.



**HUMBERSIDE**  
Fire & Rescue Service

# **Humberside Fire Authority Pension Fund Account 2021/22**

**FIREFIGHTERS' PENSION FUND ACCOUNT**

The following table analyses movements on the Fund for the year 2021/22

<b>2020/21</b>		<b>2021/22</b>
<b>£'000s</b>		<b>£'000s</b>
	Contributions receivable:	
(5,788)	Employers' contributions receivable	(5,366)
(2,490)	Firefighters' contributions	(2,443)
<u>(8,278)</u>		<u>(7,809)</u>
(89)	Transfers in from other authorities	-
	Benefits payable:	
16,649	Pensions	16,963
3,391	Commutations & lump sum retirement benefits	4,152
<u>20,040</u>		<u>21,115</u>
	Payments to and on account leavers	
-	Transfers out to other authorities	-
<b><u>11,673</u></b>	<b>Net amount payable for the year</b>	<b><u>13,306</u></b>
(11,673)	Top-up grant receivable to the Firefighters' Pension Fund	(13,306)
<b><u>-</u></b>	<b>Fund Account balance</b>	<b><u>-</u></b>

	<b><u>Net Assets Statement</u></b>	
<b>2020/21</b>		<b>2021/22</b>
	<b>Current Assets</b>	
3,822	Home Office grant debtor	4,921
1,443	Pensions Paid in Advance	1,500
	<b>Current Liabilities</b>	
(5,265)	Humberside Fire Authority	(6,421)
<u>-</u>		<u>-</u>

## Notes to the Firefighters' Pension Fund Account

The funding arrangements for the Firefighters' Pension Scheme (FPS) changed on 1 April 2006. The Pension Fund was established under the Firefighters' Pension Scheme (Amendment) (England) Order 2006. The Pension Fund administers all four of the Firefighters' Pension Schemes (the 1992 Firefighters' Pension Scheme, the 2006 Firefighters' Pension Scheme, the 2015 Firefighters' Pension Scheme and the Modified Firefighters' Pension Scheme).

The Pension Fund is administered by Humberside Fire Authority.

The Pension Fund is managed by the Executive Director of Finance and Section 151 Officer.

The benefits payable from the Pension Fund are pensions, lump sum commutation payments and ill health pensions. Injury awards are payable from the Authority's General Fund Account.

The Pension Fund is an unfunded scheme, consequently:

- It has no investment assets;
- Benefits payable are funded by contributions from employers and employees; and
- any difference between benefits payable and contributions receivable is met by top-up grant from the Home Office (HO)

The Pension Fund is statutorily prevented from including interest on cashflows and administration expenses in the pension fund. These expenses are accounted for in the Authority's General Fund Account.

Employee and employer contribution levels are based on percentages of pensionable pay set nationally by HO and are subject to triennial revaluation by the Government Actuary's Department. The employers' contribution rates are determined nationally by the Government Actuary's Department and are currently 21.7% for the 1992 FPS, 11.0% for the 2006 FPS, 21.7% for the Modified FPS and 14.3% for the 2015 FPS.

The membership for the pensions fund is as follows;

Category of Member	31/3/2022 1992 FPS	31/3/2022 2006 NFPS	31/3/2022 Modified Pension Scheme	31/3/2022 2015 FPS	31/3/2021 1992 FPS	31/3/2021 2006 NFPS	31/3/2021 Modified Pension Scheme	31/3/2021 2015 FPS
Contributors	13	6	19	630	34	6	27	641
Deferred Pensioners	42	110	6	159	45	111	7	134
Pensioners	983	12	76	17	977	13	72	19

## Statement of Accounting Policies

The Accounting Policies adopted for the Pension Fund follow those set out in the Authority's Statement of Accounting Policies (Note 1 of the Notes to the Financial Statements). Transfer values are an exception to this policy and are on a cash basis.

The following item(s) are estimated and are material to the Pension Fund account:

- Estimation of top-up grant receivable

The Pension Fund Account does not take account of the obligations to pay pensions and benefits that fall due after the end of the financial year. These are reflected in the Authority's accounts in accordance with IAS 19 – Employee Benefits (Please see note 4 in the Notes to the Financial Statements).

CERTIFICATIONS

We, the undersigned, certify that:-

The Statement of Accounts represents a True and Fair View of the financial position of Humberside Fire Authority as at 31 March 2022 and the Comprehensive Income and Expenditure for the year ended 31 March 2022.

.....

Chris Blacksell – Chief Fire Officer/Chief Executive

.....

Councillor John Briggs – Chair

.....

Kevin Wilson – Executive Director of Finance/Section 151 Officer

23<sup>rd</sup> September 2022 (authorised for issue date)

## Appendix 1

## Revenue Variance Analysis

2020/21		2021/22		
		Revised Estimate	Actual	Variance
<b>£'000</b>	<b>Expenditure</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
38,834	Employees	38,335	38,338	3
2,671	Premises	2,676	2,529	(147)
1,232	Transport	1,729	1,675	(54)
3,731	Supplies and Services	3,911	3,585	(326)
257	Support Services	204	138	(66)
4,619	Capital Charges	1,959	3,417	1,458
<b>51,344</b>	<b>Total Expenditure</b>	<b>48,814</b>	<b>49,682</b>	<b>868</b>
<b>(2,090)</b>	<b>Income</b>	<b>(4,236)</b>	<b>(5,379)</b>	<b>(1,143)</b>
<b>49,254</b>	<b>Net Expenditure</b>	<b>44,578</b>	<b>44,303</b>	<b>(275)</b>
633	Interest Payable	661	756	95
(12)	Interest Receivable	(40)	(16)	24
(3,118)	Accounting Adjustments	333	(669)	(1,002)
1,596	Contributions to / (from) Reserves	(369)	(178)	191
<b>48,352</b>	<b>Net Budget Requirement</b>	<b>45,163</b>	<b>44,196</b>	<b>(967)</b>
(3,641)	General Government Grant	-	-	-
(3,909)	Business Rates	(3,955)	(3,979)	(24)
(17,119)	NNDR	(17,144)	(17,144)	-
(24,254)	Precepts	(24,064)	(24,064)	-
<b>(571)</b>	<b>Net (Surplus)/Deficit</b>	<b>-</b>	<b>(991)</b>	<b>(991)</b>

<b>£'000</b>	<b>Movement on the General Fund</b>	<b>£'000</b>
(571)	(Surplus)/Deficit as above	(991)
-	Reserve Movements as per Fire Authority	-
(44)	Budgeted Transfer To General Reserve	(74)
<b>(615)</b>	<b>(Surplus)/Deficit on the General Fund in the Year</b>	<b>(1,065)</b>

	Overspend / (Underspend) £'000
Premises This underspend is primarily due to lower business rate charges following a review of rateable values	(147)
Transport This underspend is primarily due to spending less on fuel and officer travel	(54)
Supplies and Services a) Lower ICT costs in relation to WAN due to investment in previous years b) Lower spend on smoke alarms and hydrant maintenance c) Lower spend on issue, repair and replacement of PPE due to the rollout of the new PPE	(326)
Support Services Lower spend on legal fees	(66)
Asset Rental Interest Impairment and depreciation of the estate has caused this variance (offset with accounting adjustment note)	1,458
Income a) Additional income in relation to secondments b) Additional grant income received from DCLG c) Funding of the Road Safety Team has been received d) Additional aerial rental income received	(1,143)
Interest Payable Additional borrowing taken during the year	95
Accounting Adjustments a) Impairment and depreciation of the estate has primarily caused this variance (offset with asset rental interest note) b) Additional revenue contribution towards capital	(1,002)
Reserve Contributions Additional grants received that haven't been spent by the end of the year have been transferred to reserves	191

## Appendix 2

## Capital Expenditure Breakdown and Variance Analysis

Project	2021/22		
	Revised Estimate £'000	Actual £'000	Variance £'000
<b>Buildings</b>			
Invest to Save	207	165	(42)
Goole Fire Station	387	-	(387)
Scunthorpe Fire Station	102	17	(85)
Pocklington Fire Station	100	-	(100)
Bridlington Fire Station	104	35	(69)
BA Training Refurbishment	8	-	(8)
Immingham East Fire Station	350	-	(350)
Winterton Fire Station	150	-	(150)
Cromwell Road Fire Station	250	-	(250)
Capital Furniture and Fixtures	8	-	(8)
Snaith Fire Station	50	-	(50)
Co-location	97	-	(97)
Howden Fire Station	390	-	(390)
Other Minor Capital Schemes	22	-	(22)
Dignity Works	13	14	1
SHQ	45	45	-
Clough Road Training	-	20	20
<b>Vehicles</b>			
Operational	1,633	197	(1,436)
Support	655	45	(610)
<b>Plant &amp; Equipment</b>			
IT Equipment	601	260	(341)
PPE	1,400	1,036	(364)
Equipment	557	126	(431)
	<b>7,129</b>	<b>1,960</b>	<b>(5,169)</b>

## Analysis of the most significant capital variances:

	Overspend/ (Underspend) £'000
<b>Goole Fire Station</b>	(387)
Work to commence during 2022/23	
<b>Immingham East Fire Station</b>	(350)
Work to commence during 2022/23	
<b>Winterton Fire Station</b>	(150)
Work to commence during 2022/23	
<b>Cromwell Road Fire Station</b>	(250)
Work to commence during 2022/23	
<b>Howden Fire Station</b>	(390)
Work to commence during 2022/23	
<b>Vehicles</b>	(2,046)
Some vehicles have slipped into 2022/23	
<b>IT Equipment</b>	(341)
A number of ICT projects have slipped into 2022/23	
<b>PPE</b>	(364)
Some of the PPE has slipped into 2022/23	
<b>Equipment</b>	(431)
Some operational equipment has slipped into 2022/23	



## Appendix 3

### Glossary of terms

Accounting Date	This is the date at which the Balance Sheet is produced, for this Authority it is 31 March each year.
Accounting Period	The period of time covered by the accounts, normally a period of twelve months commencing on 1 April. The end of the accounting period is the Balance Sheet date.
Accruals	Sums included in the final accounts to recognise revenue and capital income and expenditure earned or incurred in the financial year, but for which actual payment had not been received or made as at 31 March.
Actuarial Gains and Losses	<p>For a defined benefit pension scheme, the changes in actuarial surpluses or deficits that arise because:</p> <p>events have not coincided with the actuarial assumptions made for the last valuation (experience gains and losses) or the actuarial assumptions have changed.</p>
Agency Arrangements	An arrangement between two organisations where one will act as an agent, collecting money on behalf of the other party, to whom the money is then paid over. An example of this is council tax collections, where the four local authorities collect money from tax payers on behalf of the Authority and then pay it over.
Amortisation	The measure of the cost of the wearing out, consumption or other reduction in the useful economic life of the Authority's Intangible Assets during the accounting period, whether from use, the passage of time, or obsolescence through technological or other changes.
Asset	<p>An item having value to the Authority in monetary terms. Assets are categorised as either current or non-current:</p> <p>A <b>current</b> asset will be consumed or cease to have material value within the next financial year (e.g. cash and inventories);</p> <p>A <b>non-current</b> asset provides benefits to the Authority and to the services it provides for a period of more than one year and may be <b>tangible</b> e.g. a fire station or <b>intangible</b>, e.g. computer software licences.</p>
Audit of Accounts	An independent examination of the Authority's financial affairs.
Balance Sheet	A statement of the recorded Assets, Liabilities and other balances at the end of the Accounting Period.
Budget	The forecast of net revenue and Capital Expenditure over the Accounting Period.
Capital Expenditure	Expenditure on the acquisition of a non-current asset, which will be used in providing services beyond the current Accounting Period or expenditure that adds to,

and not merely maintains, the value of an existing non-current Asset.

Capital Financing	Funds used to pay for Capital Expenditure. There are various methods of financing Capital Expenditure including borrowing, leasing, direct revenue financing, usable capital receipts, capital grants, revenue reserves and earmarked reserves.
Capital Programme	The capital schemes the Authority intends to carry out over a specified period of time.
Capital Receipts	The proceeds from the disposal of land or other non-current Assets. Capital receipts can be used to finance new Capital Expenditure, but they cannot be used to finance Revenue Expenditure.
Carrying Value	This is the value of an Asset or Liability as shown in the Statement of Accounts
Cash Equivalents	Short-term, highly liquid investments readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.
Code Of Practice	The CIPFA (Chartered Institute of Public Finance and Accountancy) Code of Practice on Local Authority Accounting.
Component	A part of an Asset requiring separating from the total (host) Asset into an Asset in its own right as it has a cost that is significant in relation to the total cost of the Asset. If the components also have a significantly different depreciable life from the host then it is depreciated separately.
Comprehensive Income and Expenditure Statement	Shows the accounting economic cost in the year of providing services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation. Authorities raise taxation to cover expenditure in accordance with regulations; this may be different from the accounting cost. The taxation position is shown in the Movement in Reserves Statement.
Consistency	The concept that the accounting treatment of like items, within an Accounting Period and from one period to the next, are the same.
Consolidation	The process of combining the Financial Statements from the Authority and the Authority's share of Emergency Services Fleet Management (Humberside) Ltd.
Contingent Asset	A possible asset that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Authority.
Contingent Liability	A contingent liability is either:  a possible obligation that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain

future events not wholly within the control of the Authority, or

a present obligation that arises from past events but is not recognised because it is not probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation, or the amount of the obligation cannot be measured with sufficient reliability.

Corporate and Democratic Core	The corporate and democratic core comprises all activities that fire authorities engage in specifically because they are comprised of members elected to local authorities. The cost of these activities are thus over and above those which would be incurred by a series of independent, single purpose, nominated bodies managing the same services. There is therefore no logical basis for apportioning costs to services.
Creditor	Amount owed by the Authority for works done, goods received or services rendered within the Accounting Period, but for which payment has not been made by the end of that Accounting Period.
Current Service Cost (Pensions)	The increase in the present value of a defined benefit pension scheme's liabilities, expected to arise from employee service in the current period.
Debtor	Amount owed to the Authority for work done, goods received or services rendered within the Accounting Period, but for which payment has not been received by the end of that Accounting Period.
Defined Benefit Pension Scheme	Pension schemes in which the benefits received by the participants are independent of the contributions paid and are not directly related to any investments of the scheme.
Depreciation	The measure of the cost of the wearing out, consumption or other reduction in the useful economic life of the Authority's non-current Assets during the accounting period, whether from use, the passage of time, or obsolescence through technological or other changes.
Derecognition	The removal of an Asset or Liability from Authority's Balance Sheet.
Effective Interest Rate	This is the rate of interest necessary to discount the estimated stream of principal and interest cash flows through the expected life of a Financial Instrument to equal the amount after initial recognition.
Events after the Reporting Period	Events after the reporting period are those events, favourable or unfavourable, that occur between the Balance Sheet date and the date when the Statement of Accounts is authorised for issue.
Exceptional Items	Material items which derive from events or transactions that fall within the ordinary activities of the Authority and which need to be disclosed separately by virtue of their

size or incidence to give fair presentation of the Accounts.

Existing Use Value (EUV)	The estimated amount for which a property should be exchanged on the date of valuation between a willing buyer and a willing seller in an arm's-length transaction, assuming that the buyer is granted vacant possession of all parts of the property required by the business and disregarding potential alternative uses and any other characteristics of the property that would cause the market value to differ from that needed to replace the remaining service potential at least cost. Under IFRS this is the same as Fair Value.
Expected Return on Pension Assets	For a funded Defined Benefit Scheme, this is the average rate of return including both income and changes in Fair Value but net of scheme expenses, which is expected over the remaining life of the related obligation on the actual assets held by the scheme.
Fair Value	The amount of which an Asset could be exchanged, or liability settled, between knowledgeable, willing parties in an arm's-length transaction. Under IFRS there is no consistent definition of Fair Value; different definitions apply in different circumstances.
Financial Instrument	Any contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another. The term covers both financial assets and financial liabilities, from straightforward trade receivables (invoices owing) and trade payables (invoices owed) to complex derivatives and embedded derivatives.
Finance Lease	A lease that transfers substantially all the risks and rewards of ownership of an asset to the lessee (even though title to the property may not be transferred). The asset is recorded on the Balance Sheet of the lessee.
Going Concern	The concept that the Statement of Accounts are prepared on the assumption that the Authority will continue in operational existence for the foreseeable future.
Government Grants	Grants made by the Government towards either revenue or capital expenditure in return for past or future compliance with certain stipulations relating to the activities of the Authority. Grants may be specific to a particular scheme or may support the revenue or capital spend (respectively) of the Authority in general.
Held for Sale	Property, plant and equipment assets held by the Authority pending sale. Assets must meet strict criteria before being classified as Held for Sale.
Heritage Assets	An asset with historic, artistic, scientific, technological, geophysical, or environmental qualities that is held and maintained principally for its contribution to knowledge and culture and this purpose is central to the objectives of the entity holding it.

Impairment	A reduction in the value of a non-current Asset to below its Carrying Value on the Balance Sheet. Impairment is caused by a consumption of economic benefit such as obsolescence or physical damage of an Asset.
Income	Amounts that the Authority receives or expects to receive from any source, including fees, charges, sales and grants.
Intangible Assets	<p>An intangible (non-physical) item may be defined as an identifiable non-monetary asset when it is probable that the expected future economic benefits attributable to the asset will flow to the entity, and its cost can be measured reliably. An asset meets the identification criteria when it:</p> <ul style="list-style-type: none"> <li>(a) Is separable, i.e. capable of being separated or divided from the entity and sold, transferred, licensed, rented, or exchanged, either individually or together with a related contract, asset or liability; or</li> <li>(b) Arises from contractual or other legal rights, regardless of whether those rights are transferable or separable from the entity or from other rights and obligations.</li> </ul>
Interest Cost (Pensions)	For a Defined Benefit Scheme, the expected increase during the period in the present value of the scheme liabilities because the benefits are one period closer to settlement.
International Accounting Reporting Standards (IAS)	These are accounting standards published and produced by the International Accounting Standards Board. Further detail on International Accounting Standards can be found at <a href="http://www.ifrs.org">www.ifrs.org</a>
Inventories	Items of raw materials and stores, the Authority has procured and holds in expectation of future use. Examples are consumable stores, raw materials and products and services in intermediate stages of completion (work in progress).
Investments	A sum invested on a long-term or continuing basis to support the activities of an organisation, or where the disposal of the investment is restricted in some way. Monies invested which do not meet these criteria are classified as current assets.
Liability	<p>A liability is where the Authority owes payment to an individual or another organisation, arising from past events.</p> <ul style="list-style-type: none"> <li>• A <b>current</b> liability is an amount which will or could become payable in the next Accounting Period, e.g. creditors or cash overdrawn.</li> <li>• A <b>deferred</b> liability is an amount which by arrangement is payable beyond the next year at some point in the future or to be paid off by an annual sum over a period of time.</li> </ul>
Long-term Contract	A contract entered into for the design, manufacture or construction of a single substantial asset or the provision

	of a service (or a combination of assets or services which together constitute a single project), where the time taken to substantially complete the contract is such that the contract activity falls into more than one Accounting Period.
Materiality	The concept that the Statement of Accounts should include all amounts which, if omitted, or misstated, could be expected to lead to a distortion of the Financial Statements and ultimately mislead a user of the Accounts.
Minimum Revenue Provision (MRP)	The minimum amount which must be charged to the revenue account each year in order to provide for the repayment of loans and other amounts borrowed by the Authority.
Net Book Value (NBV)	The amount at which non-current Assets are included in the Balance Sheet, i.e. their historical costs or current value, less the cumulative amounts provided for Depreciation and Impairment.
Net Current Replacement Cost	The estimated cost of replacing or recreating a particular asset in its existing condition and in its existing use, i.e. the cost of its direct replacement.
Net Debt	The Authority's borrowings less cash, cash equivalents and short term investments.
Net Present Value	Net Present Value (NPV) is the difference between the present value of cash inflows and the present value of cash outflows
Net Realisable Value	The open market value of an asset less the expenses to be incurred in realising the asset.
Non-current Assets	Property, Plant and Equipment held or occupied, used or consumed by the Authority in pursuit of its strategic objectives in the direct delivery of those services for which it has either a statutory or discretionary responsibility.
Non Distributed Costs (NDC)	These are the overheads for which no user now benefits and as such are not apportioned to services.
National Non Domestic Rates (NNDR)	The non-domestic rate is a levy on businesses, based on a national rate in the pound set by the Government and multiplied by the assessed rateable value of the premises they occupy. It is collected by Local Authorities on behalf of Central Government and is then redistributed back to the Authority.
Operating Lease	A lease other than a Finance Lease. The risks and rewards of ownership of a non-current asset that is leased remain with the lessor and on the lessor's Balance Sheet. The lessee accounts for the rental payments as revenue income and expenditure.
Past Service Cost (Pensions)	For a Defined Benefit Pension Scheme, the increase in the present value of the scheme liabilities related to the employee service in prior periods arising in the current

	period as a result of the introduction of, or improvement to, retirement benefits.
Pension Scheme Liabilities	The liabilities of a Defined Benefit Pension Scheme for outgoings due after the valuation date. Scheme liabilities measured using the projected unit method reflect the benefits that the employer is committed to provide for service up to that date.
Precept	The levy made by precepting authorities on billing authorities, requiring the latter to collect income from council taxpayers on their behalf.
Prior Year Adjustment	Material adjustments applicable to prior years arising from changes in accounting policies or from the correction of material errors. This does not include normal recurring corrections or adjustments of accounting estimates made in prior years.
Projected Unit Method	An assessment of the future payments that will be made in relation to retirement benefits earned to date by employees, based on assumptions about mortality rates, employee turnover rates, etc., and projections of projected earnings for current employees.
Prospective Application	Applying new accounting policies to transactions, other events and conditions occurring after (not before) the date as at which the policy is changed and recognising the effect of the change in the accounting estimate in the current and future period affected by the change.
Provision	An amount put aside in the accounts for future liabilities or losses which are certain or very likely to occur as a result of a past event, but the amounts or dates of which they will arise are uncertain.
Public Works Loan Board (PWLb)	A Central Government Agency, which provides loans for one year and above to authorities at interest rates only slightly higher than those at which the Government itself can borrow.
Related Parties	There is a detailed definition of related parties IPSAS 20. For the Authority's purposes, related parties are deemed to include the Authority's Members, Senior Officers and their close family, partners, levying bodies, other public sector bodies, the Pension Fund and Assisted Organisations.
Related Party Transactions	The Code requires the disclosure of any material transactions between the Authority and related parties to ensure that stakeholders are aware when these transactions occur and the amount and implications of such.
Remuneration	All sums paid to or receivable by an employee and sums due by way of expenses allowances (as far as those sums are chargeable to UK income tax) and the monetary value of any other benefits received other than in cash. Pension contributions payable by the employer are excluded.

Reserves	The residual interest in the Assets of the Authority after deducting all of its Liabilities. These are split into two categories, usable and unusable. Usable reserves are those reserves that contain resources that an authority can apply to fund expenditure of either a revenue or capital nature (as defined). Unusable reserves are those that an authority is not able to utilise to provide services. They hold unrealised gains and losses (for example the revaluation Reserve), where amounts would only become available to provide services if the assets are sold; and reserves that hold timing differences between expenditure being incurred and its financing e.g. Capital Adjustment Account.
Residual Value	The net realisable value of an asset at the end of its useful life.
Retirement Benefits	All forms of consideration given by an employer in exchange for services rendered by employees that are payable after the completion of employment.
Retrospective Application	Applying a new accounting policy to transactions, other events and conditions as if that policy had always been applied. Opening balances and prior year income and expenditure comparatives must be adjusted.
Revaluation Loss	A reduction in the value of a non-current Asset below its Carrying Amount in the Balance Sheet, caused by a general fall in prices across a whole class of assets.
Revenue Expenditure	The day-to-day expenses of providing services.
Revenue Support Grant	A grant paid by Central Government to authorities, contributing towards the general cost of services.
Single Entity	Refers to transactions and balances that form part of the Authority Accounts.
Statement of Accounts	The set of Statements comprising the Expenditure and Funding Analysis Statement, Movement in Reserves Statement, Comprehensive Income and Expenditure Statement, Balance Sheet, Cash Flow Statement and accompanying notes.
Temporary Borrowing	Money borrowed for a period of less than one year.
True and Fair View	The Statement of Accounts should be the faithful representation of the effects of the transactions, other events and conditions in accordance with the definitions and recognition criteria for assets, liabilities, income and expenses set out in the code. Compliance with the Code is presumed to result in financial statements that achieve a true and fair presentation.
Useful Economic Life	The period over which the Authority will derive benefits from the use of a non-current Asset.



## Appendix 4

### Feedback form

#### Humberside Fire Authority

#### **STATEMENT OF ACCOUNTS 2021/22 FEEDBACK FORM**

The Statement of Accounts evolves each year and notwithstanding a large amount of information being prescribed by the Accounting Codes of Practice, the Authority attempts to make the document as readable and user friendly as possible.

We would therefore welcome any comments from readers on the Statement of Accounts regarding improvements to the layout and readability for future years. If you could complete the following questionnaire and return it to the address below we will try to accommodate any comments received. Alternatively, if you are viewing this document on the internet, there is an on-line form which you can submit.

We will attempt to incorporate any comments received by 31 March 2023 into the 2022/23 Statement of Accounts where possible and the Authority will try to include any comments received after that date into future years' documents.

1. Please indicate in what capacity you are viewing this Statement.

Local Tax Payer

☐

Local Business

☐

Other, please specify

.....

2. Is the format and the layout of the Statement of Accounts easy to understand and follow?

Yes

☐

No

☐

If not why not?

3. Did you find the information you were looking for?

Yes

☐

No

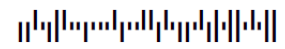
☐

If no, why?

4. Any other comments you have would be welcome:

Please return by attaching the freepost form on the next page to the front of an envelope.

Business Reply  
Licence Number  
RTRC-GLXU-LCJT



Humberside Fire Service  
Brigade Headquarters  
Summergroves Way  
Hull  
HU4 7BB

**Humberside Fire Authority**

**ANNUAL GOVERNANCE STATEMENT 2021/22**

**Scope of Responsibility**

1. The Humberside Fire Authority (HFA) is responsible for ensuring that its business is conducted in accordance with the law and proper standards and that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively. The HFA also has a duty under the Local Government Act 1999 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.
2. In discharging this overall responsibility, the HFA is responsible for putting in place proper arrangements for the governance of its affairs, facilitating the effective exercise of its functions, which includes arrangements for the management of risk.
3. The HFA has approved and adopted a code of corporate governance applicable to Members, which is consistent with the principles of the Chartered Institute of Public Finance and Accountancy/Society of Local Authority Chief Executives (CIPFA/SOLACE) Delivering Good Governance in Local Government Framework 2016 Edition. A copy of the code can be obtained from the Secretary to the Fire Authority.
4. The HFA has approved and adopted a set of Principles of Good Conduct for employees.
5. This statement explains how the HFA has complied with the code and also meets the requirements of regulation 4(3) of the Accounts and Audit (England) Regulations 2011 in relation to the publication of an Annual Governance Statement.

**The purpose of the governance framework**

6. The governance framework comprises the systems and processes, culture and values, by which the HFA is directed and controlled. The framework demonstrates how the HFA accounts to, engages with and leads within the community. It enables the HFA to monitor the achievement of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate, cost effective services.
7. The system of internal control is a significant part of the governance framework and is designed to manage risk to a reasonable level. It cannot eliminate all risk of failure to achieve policies, aims and objectives and can therefore only provide reasonable and not absolute assurance of effectiveness.
8. The system of internal control is based on an on-going process designed to identify and prioritise the risks to the achievement of the HFA's policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically.
9. The governance framework has been in place at the HFA for the year ended 31 March 2022 and up to the date of approval of the Statement of Accounts.

## The Governance Framework 2021/22

10. The key elements of the HFA's governance framework included:

a) The Constitution of the Authority [LINK](#) which includes:

- Committee Membership and Terms of Reference;
- Scheme of Delegation to Officers;
- Financial Procedure Rules;
- Contract Procedure Rules;
- Members' Code of Conduct;
- Employees' Code of Conduct;
- Protocol for Member and Officer relationships;
- Code of Corporate Governance.

b) The Governance, Audit and Scrutiny (GAS) Committee, as well as the HFA itself, received regular reports on the Service's performance arrangements.

c) An approved Corporate Risk/Opportunity Management Policy [LINK](#)

d) An approved 'Local Code of Corporate Governance' in accordance with the CIPFA/SOLACE Framework for Corporate Governance.

e) The designation of the Chief Fire Officer as Chief Executive responsible to the HFA for all aspects of operational management.

f) The designation of the Executive Director of Finance and S.151 Officer (Local Government Act 1972) in accordance with Section 112 of the Local Government Finance Act 1988 and conforming with the governance requirements of the CIPFA Statement on the role of the Chief Financial Officer in Local Government (2010).

g) The designation of the Secretary as Monitoring Officer with the requirement to report to the full HFA if it is considered that any proposal, decision or omission would give rise to unlawfulness or maladministration.

h) The Strategic Leadership Team (SLT) have considered a strategic overview of the HFA control environment including the response to external audit, performance management, strategic planning and scrutiny of Risk and Opportunity Management.

i) The production of quarterly Management Accounts which are distributed to all Members of SLT and are considered at the GAS Committee meetings and the HFA [LINK](#).

j) The Service and Finance Planning process.

k) In accordance with the Service Business Planning Framework the Strategic Plan and Integrated Risk Management Plan (IRMP) for 2021/24 ensure a three-year plan, linked to financial planning [LINK](#).

l) The Strategic Plan 2021/24 includes strategic objectives and Directorate responsibilities. Strategic Plan 2021/24 was approved by HFA in December 2020 following consultation [LINK](#).

- m) The Integrated Risk Management Plan (IRMP) 2021/24 takes account of the requirements of the 2018 Fire and Rescue National Framework for England, providing a detailed assessment of the risks facing our communities and personnel and the measures taken to mitigate those risks. The IRMP will transition into a Community Risk Management Plan during 2022/23, in line with the introduction of a National Standard [LINK](#).
- n) Current Anti-Fraud and Corruption, Anti-Bribery and Anti-Money Laundering Policies. We publish these and other such Policies, associated data and information on the HFRS Website under Data Transparency [LINK](#).
- o) HFA (including Humberside Fire and Rescue Service) is committed to the highest possible standards of integrity, openness, fairness, inclusivity, probity and accountability. HFA aims to provide a positive and supportive culture to enable employees to raise their concerns.  
A Whistleblowing Policy and subscription to the services of whistleblowing charity Protect are in place. Staff are informed of this service via updates in wage slips as well as via the Whistleblowing Policy which is published on the external website [LINK](#).
- p) A Service Improvement Plan has been developed to ensure that improvement areas across the Service are documented, evidenced and regularly reviewed [LINK](#).
- q) Member and Officer Development Programmes. During 2021/22 Officers undertook facilitated supportive leadership development. Access to the T2Hub of Management and Leadership Self Development resources, Continual Professional Development through the Leadership Forum and Guest Speakers and Directors completing the Executive Leadership Programme.
- r) 7 scheduled Member Days to support Member development and awareness conducted as remote sessions during Covid-19 restrictions.
- s) An approved Treasury Management Policy and Prudential Indicators.
- t) A Protective Marking Scheme (based upon the Her Majesty's Government Security Framework).
- u) Implementation of a Public Sector Equality Duty (PSED) action plan to implement its priorities. Actions within this plan has been fully integrated within the LGA FRSEF Self-assessment/action planning process and Priorities following consultation [LINK](#).
- v) Aligned service delivery with our Local Authorities (Hull, East Riding, North Lincolnshire and North East Lincolnshire) through District management teams, is helping partnership work and assists us to be closer and more accountable to local communities.
- w) Retention of the Customer Service Excellence Award, conducted in quarter one each year [LINK](#).
- x) Bi-Annual Performance Reports to HFA are published on our Website [LINK](#).
- y) A Pension Board, as required under The Firefighters' Pension Scheme (Amendment) (Governance) Regulations 2015, was formed in 2015 to oversee

compliance in the operation of the Firefighters' Pension Scheme (FPS). The Pension Board met twice during 2021/22.

- z) The Executive Director of People and Development chairs a Joint Consultative Committee attended by all Representative Bodies to discuss any matters relating to staff terms and conditions.
- aa) Member Champions continue to support functional areas and are invited to attend local District performance meetings and to meet with Directors.
- bb) Consultation on our Council Tax Precept for 2021/22 drew a significant number of responses from our community (2624). This allowed Fire Authority Members to make an informed decision on this matter.
- cc) In line with legislative requirements HFRS published its Gender, Ethnicity and Disability Pay Gap Report 2021/22 by the end of March 2022. Any arising actions are included within the Report to HFA [LINK](#).
- dd) Emergency Preparedness for significant events is assured through provision of a fulltime team, established and tested Business Continuity Plans and a lead role within the Humber Local Resilience Forum (LRF).
- ee) Policies relating to compliance, management and administration of information governance, under the General Data Protection Regulations (GDPR) are published on the external website: [LINK](#).

### **Review of Effectiveness**

- 11. The HFA has responsibility for conducting, at least annually, a review of the effectiveness of its governance framework including the system of internal control. The review of effectiveness is informed by the work of the executive managers within the Authority who have responsibility for the development and maintenance of the governance environment, the head of internal audit's annual report, and also by comments made by the external auditors and other review agencies and inspectorates.
- 12. HFA reviews the effectiveness of the GAS Committee and receives an Annual Report at the HFA Annual General Meeting. A review of the size and role of the GAS Committee was conducted at the HFA Meeting 7 December 2020, membership was reduced from seven to five (upon the completion of terms of office). The HFA Constitution was amended to reflect changes.
- 13. The GAS Committee has continued its scrutiny programme during 2021/22, including the scrutiny of:
  - Effectiveness of the Anti-Bullying Campaign
  - Promotion Process
  - Implementation of the NFCC Core Code of Ethics
  - Management of Risk Information
  - Workforce Planning.
- 14. The induction and training of new Members during 2021/22 has further enabled Members to discharge the functions of the HFA.

15. During the 2021/22 financial year, the HFA and Committees met as follows:
  - HFA 9 occasions
  - GAS Committee 7 occasions
  - Pension Board 2 occasions.
16. Members of the Pension Board receive reports against a number of key workstreams designed to ensure that the Board operates in compliance with the Pension Regulator's Code of Practice for Pension Boards, this encompasses three broad areas Governance, Administration and Communication.
17. The review of the effectiveness of the system of internal control is informed by:
  - The work of Senior Officers
  - The work of Internal Audit
  - Corporate Risk and Opportunity Management
  - Performance information
  - The Authority's External Auditor, in their Annual Governance Report, Annual Audit Letter and other reports.
18. Internal Audit has undertaken a number of reviews during 2021/22. The following areas were covered:
  - National Operational Guidance
  - Full Time Shift System
  - Equality, Diversity and Inclusion
  - Protection Enforcement
  - Protection Out of Hours Arrangements
  - Key Financial Controls
  - Data Quality – Risk Information
  - Grievance Management.

In response to the Covid-19 pandemic reviews were conducted remotely.
19. The Authority is fully compliant against the CIPFA Financial Management Code. Full compliance against the code became mandatory from 1 April 2022.
20. The overall Head of Internal Audit opinion for the period 1 April 2021 to 31 March 2022 provides Reasonable Assurance.
21. The effectiveness of the governance framework is considered throughout the year by SLT, the GAS Committee and HFA. Much of this is discharged through internal reports such as Management Accounts and Performance Reports as well as the work of Internal and External Audit. Any significant issues are captured via the risk management system and considered by the Fire Authority where appropriate.
22. A comprehensive Assurance Map for the Service has been developed to help inform the work of SLT, the GAS Committee and Internal Audit.

### **Significant Governance Issues 2021/22**

23. Members are assured that the Service has appropriate arrangements in place should use of the powers under the Regulation of Investigatory Powers Act (RIPA) 2000 be necessary. There was no use of RIPA or requests for covert surveillance during 2021/22.
24. In February 2016 HMG published the Policing and Crime Bill to improve the efficiency and effectiveness of police forces. The Bill received Royal Assent in January 2017 and the Act now places a statutory duty upon Fire and Rescue, Police and Ambulance services to collaborate. The Act also enables Police and Crime Commissioners (PCC) to take responsibility for fire and rescue services, where a Business Case is formed and there is local public support. We continue to proactively identify collaborative opportunities with the Police and Ambulance services, and other bodies. This has included:
- A joint Emergency Service Fleet Management workshop with the Police.
  - A joint Estates (Operational and Strategic) function with Humberside Police.
  - Provision of a medical First Responder scheme in partnership with Yorkshire Ambulance (YAS), East Midlands Ambulance Service (EMAS).
  - A Falls Response Team with City Health Care Partnership (CHCP), NHS Hull Clinical Commissioning Group (CCG) and Hull City Council.
  - An agreement with Yorkshire Ambulance Service (YAS) for them to provide Service wide Clinical Governance.
  - Memorandums of Understanding with Humberside Police and Ambulance Trusts to support response activities including:
    - Searching for Missing Persons
    - Fire Investigation
    - Forced Entry for Medical Rescues
    - Drone
    - Bariatric
  - An Integrated Health Centre incorporating a Full-Time fire station, in partnership with Hull CCG.
  - A Fire and Police Transformation Board continues to review collaboration opportunities where they are beneficial and practicable.
  - Shared provision of a Health and Safety function with Humberside Police, managed by HFRS.
  - HFRS providing Financial Management support to Humberside PCC.
  - 'Don't Cross the Line' campaign to support stopping attacks on Emergency Service Workers.
25. Following the first inspection of Effectiveness, Efficiency and People, by HMICFRS in November 2018, steps have been taken to react to inspection outcomes and prepare the Service for inspection taking place in 2021/22. This includes development of a Service Improvement Plan and performance monitoring through a Strategic Leadership Team performance meeting held monthly.
26. Review and re-alignment of Strategic Management structure and portfolios to support succession planning and continuous service improvement. Including:
- Appointment of an Executive Director of People and Development and an Assistant Chief Fire Officer/ Executive Director of Service Delivery.
  - Re-alignment of portfolios including Deputy Chief Fire Officer/Executive Director of Corporate Services and Executive Director of Finance/S.151 Officer.
  - Re-alignment of Service Delivery Director portfolios to include a dedicated Director of Prevention and Protection and Director of Emergency Response, supplementing the existing Director of Service Improvement.
  - Establishment of an Executive Board with Terms of Reference.



27. One Whistleblowing complaint was received internally during 2021/22 and was dealt with in accordance with the Whistleblowing Policy. An investigation is currently in progress.

### Action Plan

28. Strategic Risk and Opportunity Register  
The action points outlined below are included within our Strategic Risk and Opportunity Register and Action Plan, progress will be monitored throughout 2022/23.
- Incorporation of the Humberside PCC onto the HFA, including any arising changes to governance arrangements and mechanism for PCC to produce Business Case to take over governance of Fire and Rescue
  - Continued Scenario Planning to mitigate the effect of any further reductions or challenges on finances
  - Workforce Planning
  - Cyber Security threats
  - Emergency Services Network
  - Grenfell Inquiry Outcomes
  - Environmental Sustainability
  - Impact of COVID-19.
29. COVID-19 Pandemic.  
The ongoing impact of the pandemic is closely monitored in conjunction with partner agencies and a dynamic/responsive Implementation Management Team is stood up whenever risks are perceived to be increasing, and/or to facilitate requests for assistance from partner agencies.

### Conclusions

30. This Annual Governance Statement for 2021/22 provides Members with a high level of assurance for the Authority's governance arrangements.

Signed



Chair of the Authority



Chief Fire Officer & Chief Executive



S.151 Officer



Secretary & Monitoring Officer



## **HUMBERSIDE FIRE AUTHORITY**

### **REQUEST FOR DIRECTORS' DECLARATIONS**

#### **1. QUESTIONS ABOUT ARRANGEMENTS FOR PREVENTING AND DETECTING FRAUD**

**How does the Authority assess the risk that the financial statements may be materially misstated due to fraud?**

Internal Controls are tested annually by Internal Audit, the most recent review during 2021/22  
Is not yet completed, but is expected to be 'reasonable' assurance based on the draft report.

Annual Governance Statement compiled annually and considered by SLT, GAS Committee and HFA.

Treasury Management third party assurance statement produced by Internal Audit at Hull City Council.  
Compliance with the CIPFA Treasury Management Code with regular reporting of Prudential Indicators to the GAS Committee and HFA.

Third party assurance from East Riding of Yorkshire Council Internal Audit with regard to payroll activity.

Third party assurance statement from West Yorkshire Pensions Authority with regard to pensions payroll.

Budget monitoring produced and tabled at SLT, GAS Committee and HFA on 4 occasions a year. Scheme of delegation and contract procedure rules in operation.

**Is the Authority aware of management's process for identifying and responding to the risks of fraud generally and specific risks of misstatement in the financial statements and if so what are these processes?**

Whistleblowing Strategy, Anti-Fraud and Corruption Strategy, Anti-Money Laundering Policy, Anti-Bribery Policy. Anti-Fraud and Corruption Statement taken to GAS Committee and HFA each year.

National Fraud Initiative (NFI) participation which matches data across public sector organisations. Monitoring Officer and Section 151 Officer roles act as a safeguard for the Authority.

**Is the Authority aware of the arrangements in place for management to report about fraud to the Authority and if so what are these arrangements?**

Yes – we follow the procedures set out in the Strategies and Policies listed above.

**Is the Authority aware of the arrangements management have in place, if any, for communicating with employees, lay members, partners and stakeholders regarding ethical governance and standards of conduct and behaviour and if so what are these arrangements?**

Whistleblowing and Anti-Fraud arrangements communicated annually in payslips. Authority's Constitution is published on our website which contains all details relating to Conduct and Probity, for example, Members' Code of Conduct and Officers' Code of Conduct. The Service's Ethical Principles and Behaviours which set out standards of behaviour are published on our website, as are all relevant policies.

**Does the Authority have knowledge of actual or suspected fraud, including any entries made in the accounting records that you believe or suspect are false or intentionally misleading and if so is it aware of what actions management is taking to address it?**

Reported annually through the Anti-Fraud and Corruption Statement and on an exception basis by the Monitoring Officer and the Section 151 Officer. There is no occurrences of actual or suspected fraud to report at this time.

**What arrangements are in place for the Authority to oversee management arrangements for identifying and responding to the risks of fraud and the establishment of internal control?**

Internal Audit reports to the GAS Committee and HFA as well as the annual reporting of the Annual Governance Statement.

## **2. QUESTIONS ABOUT ARRANGEMENTS FOR COMPLYING WITH LAW AND REGULATIONS RESPONSIBILITIES**

**Has management provided a clear statement which confirms its consideration of relevant laws and regulations and its compliance with them?**

Annual Governance Statement and the Annual Anti-Fraud and Corruption Statement

**How does the Authority satisfy itself that all relevant laws and regulations are being complied with?**

Monitoring Officer oversight and interpretation and advice from our legal advisors, Capsticks LLP. All HFA reports and agendas are considered by the Monitoring Office for comment before they are considered by the HFA. The Monitoring Officer attends all of the Authority's meetings (HFA/GAS Committee/Pensions Board and other ad hoc committees as required). Advice is sought from the Monitoring Officer and/or Capsticks on reports/issues that clearly have a legal content.

**Is the Authority aware of any instances of non-compliance with laws or regulations?**

No.

**Has management provided a list of litigation and claims?**

Yes, a copy has been provided separately to the Auditor.

**Has an assessment been made of the outcome of the litigation or claim and its estimate of the financial implications, including costs involved?**

Yes, where relevant – material items will be disclosed in the Annual Accounts.

**Has the reasonableness of management's assessments been considered and additional information provided to the auditor where necessary?**

Yes, information will be provided as required.

### **3. QUESTIONS ABOUT THE APPROPRIATENESS OF THE GOING CONCERN ASSUMPTION**

**Has a report been received from management forming a view on going concern?**

The Section 151 Officer makes a statement in the Annual Accounts that confirms the Service to be a going concern. This statement is based on the presumption that services will continue for at least 12 months from the date of the audit opinion on the 2021/22 accounts as the Authority is not aware of any plans that would prevent the continuation of services in the foreseeable future.

**Are the financial assumptions in that report (e.g. future levels of income and expenditure) consistent with the strategic business plan and the financial information provided to the Authority throughout the year?**

The Medium-Term Resource Strategy sets out the Service's income and expenditure assumptions over the medium-term.

**If not, does the report contain a clear explanation, with supporting evidence, for the assumptions used, and are those assumptions appropriate? This should include written evidence of agreed income and expenditure for major funding streams.**

Not applicable.

**Are the implications of statutory or policy changes appropriately reflected in the business plan, financial forecasts and report on going concern?**

Yes, based on the best information that is currently available from Government.

**Have there been any significant issues raised with the Authority during the year (e.g. adverse comments raised by internal and external audit regarding financial performance or significant weaknesses in systems of financial control, or significant variances to activity levels compared to those planned), which could cast doubts on the assumptions made?**

No.

**Has an analysis been undertaken of the Authority's projected or actual performance against its financial plan? If so, is it robust and does it identify any areas of potential concern?**

Medium-Term Resource Strategy is reviewed twice a year and includes the CIPFA Financial Resilience indicators. The in-year financial position is reviewed 4 times a year. A full risk assessment of the level of the Prudent Minimum General Reserve is undertaken each year and considered at the September HFA meeting. The MTFP shows the Authority maintaining its General Reserve at or above the PMGR level

over the life of the MTFP.

**Where there are potential concerns what action is being taken to address those areas of potential weakness?**

Scenario Planning underway to prepare for potential further austerity from 2023/24 onwards. This work will be undertaken during 2022 and 2023 in anticipation of a longer spending review period from the Government.

**Does the organisation have sufficient staff in post, with the appropriate skills and experience, particularly at senior management level, to ensure the delivery of the organisation's objectives? If not, what action is being taken to obtain those skills?**

Yes – Succession Planning arrangements in place as well as Senior Leadership development.

#### **4. QUESTIONS ABOUT THE CONSIDERATION OF RELATED PARTIES**

**What controls are in place to identify, authorise, approve and account for and disclose related party transactions and relationships?**

Declarations are made annually by all Members and Senior Officers as part of the Related Party Disclosure process for the Annual Accounts. The HFA Constitution includes arrangements for the declaration of officer conflicts.

**Can you confirm that you have disclosed to the auditor the identity of the entity's related parties and all the related party relationships of which you are aware:**

Yes.

**Can you confirm that you have appropriately accounted for and disclosed such relationships and transactions in accordance with the requirements of the framework?**

Any relationships and transactions that are required to be disclosed in the Annual Accounts are disclosed in accordance with the CIPFA Code of Practice on Local Authority Accounting in the United Kingdom 2021/22.



**Chief Fire Officer and Chief Executive**



**Chair of Humberside Fire Authority**



**Executive Director of Finance &  
S.151 Officer**

## DRAFT ANNUAL PERFORMANCE REPORT 2021/2022

### SUMMARY

1. Humberside Fire Authority (HFA) publishes an Annual Performance Report (APR) detailing the performance information for the previous year. The 2021/22 APR includes key data and information relating to prevention, protection, response, health, safety, environment and people activities, all of which proactively support the delivery of the Strategic Plan. Appendix 1 includes the draft APR for 2021/22.

### RECOMMENDATIONS

2. That Members approve the draft APR and take assurance from the proactive approach to performance management.

### REPORT DETAIL

3. The draft APR (Appendix 1) provides a detailed overview of Service performance during 2021/22, subject to a final process of quality assurance, formatting and branding once approved by the Fire Authority.
4. The yearly financial information is, at this current time, unavailable to publish within the APR, due to a technical issue affecting the ICT infrastructure and a number of data feeds and systems. An appendix will be added, post publication, which will provide the required financial information.

### STRATEGIC PLAN COMPATIBILITY

5. The APR allows Members, managers, stakeholders and the public to establish how well HFRS is delivering the Strategic Plan.

### FINANCIAL/RESOURCES/VALUE FOR MONEY IMPLICATIONS

6. The report details the performance achieved in accordance with the resources available. There are examples in many areas of improved performance with the same and/or reduced resources.

7. LEGAL IMPLICATIONS

None directly arising.

8. EQUALITY IMPACT ANALYSIS /HR IMPLICATIONS

An Equality Impact Analysis has been completed.

9. CORPORATE RISK MANAGEMENT IMPLICATIONS

The information in the APR can be used by Members and officers when taking decisions as to how best to mitigate strategic risks in accordance with the Corporate Risk Register and Service Improvement Plan as applicable.

10. HEALTH AND SAFETY IMPLICATIONS

None directly arising.

11. COMMUNICATION ACTIONS ARISING

The draft APR will be subject to a final process of quality assurance, formatting and branding prior to publication, following approval from the Fire Authority.

12. DETAILS OF CONSULTATION

The Strategic Leadership Team and other members of staff have been consulted as to content of the draft APR.

13. BACKGROUND PAPERS AVAILABLE FOR ACCESS

- Strategic Plan 2021/24
- CRMP 2021/24

RECOMMENDATIONS RESTATED

14. That Members approve the draft APR and take assurance from the proactive approach to performance management.

**M SUTCLIFFE**

Officer Contact: Jamie Morris ☎ 01482 567479  
T/Head of Corporate Assurance

Humberside Fire & Rescue Service  
Summergroves Way  
Kingston upon Hull

24 June 2022





HUMBERSIDE FIRE AUTHORITY

# ANNUAL PERFORMANCE REPORT 2021/22



# ACCESS STATEMENT

If you require this information in an alternative language or format, such as Braille, audio or large print, copies can be requested via email: [corporatecommunication@humbersidefire.gov.uk](mailto:corporatecommunication@humbersidefire.gov.uk) or Tel: 01482 565333.

إذا رغبت في الحصول على هذه المعلومات بلغة أخرى أو بشكل آخر مثل خط البريل أو معلومات صوتية أو بخط كبير يُمكنك تقديم طلب من خلال العنوان البريدي التالي:  
[corporatecommunication@humbersidefire.gov.uk](mailto:corporatecommunication@humbersidefire.gov.uk) أو الإتصال على رقم هاتف: 01482 565333

如果你欲索取此信息的别种语言或其他格式，例如点字法、语音或大型印刷字体，请以电邮的方式索取副本，电邮地址为  
[corporatecommunication@humbersidefire.gov.uk](mailto:corporatecommunication@humbersidefire.gov.uk) 或拨打这支电话 01482 565333.

如果你欲索取此資訊的別種語言或其他格式，例如點字法、語音或大型印刷字體，請以電子郵件的方式索取副本，電子郵件地址為  
[corporatecommunication@humbersidefire.gov.uk](mailto:corporatecommunication@humbersidefire.gov.uk) 或撥打這支電話 01482 565333.

ئەگەر ئەم زانیاریانەت بە زمان یان فۆرماتیکی تر، وەکوو برەیل، دەنگ یان چاپی ئەستوور بویت، دەتوانیت لە رێگەی ئیمەیلی:  
[corporatecommunication@humbersidefire.gov.uk](mailto:corporatecommunication@humbersidefire.gov.uk) یان تەلەفونی 01482 565333 داوای بکەیت.

ierakstā, lieldrukā, lūdzu rakstiet pieprasījumu e-pasta vēstulē uz šādu adresi: [corporatecommunication@humbersidefire.gov.uk](mailto:corporatecommunication@humbersidefire.gov.uk) vai zvaniet pa tālruni 01482 565333.

Jei pageidaujate, kad ši informacija būtų pateikta kita kalba ar formatu, pvz. Brailio raštu, garso rinkmena ar stambiu šriftu, dėl tokių kopijų galite kreiptis el. pašto adresu: [corporatecommunication@humbersidefire.gov.uk](mailto:corporatecommunication@humbersidefire.gov.uk) ar tel: 01482 565333.

Se necessitar desta informação numa outra língua ou formato, por exemplo em Braille, áudio ou letras grandes, pode solicitar cópias por email: [corporatecommunication@humbersidefire.gov.uk](mailto:corporatecommunication@humbersidefire.gov.uk) ou Tel: 01482 565333.

Jeśli informacje te są Państwu potrzebne w innym języku lub formacie, np. w wersji alfabetu Braille'a, nagrania audio lub dużego druku, prosimy o kontakt pod adresem e-mail: [corporatecommunication@humbersidefire.gov.uk](mailto:corporatecommunication@humbersidefire.gov.uk) lub numerem tel: 01482 565333.

Если вы хотите, чтобы эта информация была предоставлена вам на другом языке или в другом формате, например, азбукой Брейля, в звуковом варианте или большими буквами, вы можете попросить о нужном варианте по электронной почте:  
[corporatecommunication@humbersidefire.gov.uk](mailto:corporatecommunication@humbersidefire.gov.uk) или по тел: 01482 565333.

# CONTENTS

<b>1 Foreword</b>	4	<b>6 Response</b>	19	9.4 Vehicle Fleet	42
<b>2 Equality and Inclusion</b>	5	6.1 Response Standards	19	9.5 Water and Energy Use	43
2.1 Our Communities and Workforce	5	6.2 Attendance Times	21	<b>10 Corporate</b>	44
2.2 Our Equality and Inclusion Commitment Statement	6	6.3 Emergency Call Handling	22	10.1 HMICFRS Round 2 Inspections	44
<b>3 Governance</b>	7	6.4 Availability of Fire Stations	23	10.2 Internal Audit	45
<b>4 Key Performance Data</b>	9	6.5 Incident Activity	24	10.3 Freedom of Information	45
4.1 Key Incident Activity	9	6.6 Rescues	26	10.4 Subject Access Requests	46
4.2 Protection Activity	10	6.7 Road Traffic Collisions	27	10.5 Data Protection	47
4.3 Prevention Activity	10	<b>7 Incident Activity by Unitary Authority</b>	29	10.6 Communications	48
4.4 Response	11	7.1 Hull	29	<b>11 Benchmarking</b>	49
4.5 Environment	11	7.2 North East Lincolnshire	30	<b>12 How can you monitor our performance?</b>	49
4.6 People	12	7.3 North Lincolnshire	31	<b>13 Glossary</b>	50
4.7 Public Feedback	12	7.4 East Riding	32	<b>14 Contact Details</b>	51
<b>5 Prevention &amp; Protection</b>	13	7.5 Further Breakdown of Specific Sample of Special Service Categories	33	<b>15 Other Documents</b>	53
5.1 Prevention	13	<b>8 People</b>	35		
5.2 Children and Young People Activities	14	8.1 Establishment	35		
5.3 Deliberate Fires	14	8.2 Sickness Absence	35		
5.4 Fire Deaths	15	<b>9 Health, Safety and Environment</b>	39		
5.5 Accidental Dwelling Fires	15	9.1 Health and Safety overview	39		
5.6 Smoke Alarms	16	9.2 Accidents and near misses	39		
5.7 Causes of Accidental Dwelling Fires	17	9.3 Accidents by cause	41		
5.8 Protection	18				

# 1. FOREWORD

## by the Chief Fire Officer & Chief Executive and Chair of Humberside Fire Authority



**Chair of Humberside  
Fire Authority**

John Briggs

Welcome to the Humberside Fire Authority's Annual Performance Report which supplies an overview of Service performance during 2021/22. As we look back at our performance during a time many would choose to forget, it is a valuable opportunity to reflect on how we continued to support our staff and communities through the COVID-19 pandemic and beyond. During this time we have continued to meet our statutory duties as an emergency service and this report highlights our performance towards our effectiveness, efficiency and how we look after our people.

As we reflect on 2021/22, the Service exceeded our targets for responding to Dwelling Fires and Road Traffic Collisions (RTC). The first engine was, on average, in attendance within the specified time, 98% of the time (dependent on the risk area), which is above our minimum standard of 90%.

During this unparalleled time where national restrictions eased in response to the COVID-19 pandemic, we saw the overall number of emergency incidents attended increase by 11.47%, attending 12,486 incidents during 2020/21 compared to 13,918 during 2021/22. We continued to work closely with partner agencies to address any underlying problem areas.



**Chief Fire Officer  
and Chief Executive**

Chris Blacksell

Towards the end of 2021, we responded to a large fire at Bridgewood Plastics which was declared a major incident. Working with partner agencies we were able to swiftly bring the fire under control and reduce the smoke plume. Working closely with the Environmental Agency on the use of foam, ensuring measures were in place to reduce the environmental impact and limit water runoff.

In 2021/22, we maintained our responsibility for the delivery of medical supplies and PPE, reaching 7 million items across the Humber region.

We welcomed Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) in late 2021, for an independent assessment on our effectiveness, efficiency and people functions, with the final report to be published mid 2022/23. Our aim will always be to deliver an effective and efficient service to keep our communities and our staff safe.

We welcome your questions and comments about this report, or any other areas of your Fire and Rescue Service.

## 2. EQUALITY AND INCLUSION

### 2.1 OUR COMMUNITIES AND WORKFORCE

Humberside Fire Authority covers the four Unitary Authority areas of Kingston upon Hull, the East Riding of Yorkshire, North Lincolnshire and North East Lincolnshire. The area has a total population of approximately 931,558 and covers a geographical area of 1360 square miles.

Across the area, 6.5% of our community are from a black or minority ethnic background. The following table shows the population, area, gender and ethnicity of each of the Unitary Authorities according to their respective published data.

UNITARY AUTHORITY	Population	Area square miles	Gender	Ethnicity
Hull	259,126	28	Female 49.6% Male 50.4%	10.3% ethnic minority 89.7% white
East Riding of Yorkshire	343,201	930	Female 50.9% Male 49.1%	3.9% ethnic minority 96.1% white
North East Lincolnshire	159,364	74	Female 51% Male 49%	2.6% ethnic minority 97.4% white
North Lincolnshire	172,748	328	Female 50.6% Male 49.4%	3.5% ethnic minority 96.5% white

We have 31 Fire Stations, 12 are crewed by Full-Time firefighters and 19 by On-Call firefighters. Three of the Full-Time stations have mixed crewing of both Full-Time and On-Call firefighters. Our First Responder (Medical Response) teams respond to immediate life-threatening calls received from the ambulance service to provide early intervention. In the Hull area we have a Falls Intervention Response and Safety Team (Hull First), established to deal with non-life threatening fall incidents, and as emergency first responders.

Our Control Room is located at Service Headquarters in Hull. It operates 365 days a year, 24 hours a day. Support services are also based at Service Headquarters in Hull.

Emergency Services Fleet Management (Humberside) Ltd is a Jointly Controlled Local Authority Company, staffed from both Humberside Police and Humberside Fire and Rescue Service (HFRS). The Company maintains all the vehicles and operational equipment of both organisations.

Our workforce profile shows a gender split of 75.8% male and 24.2% female across the whole workforce, with a split of 92.3% male and 7.7% female for operational staff. The workforce is predominantly white male. We remain broadly proportionate to the communities we serve with regard to ethnic minority of staff employed across the whole Service. We have an ageing workforce as demonstrated by the table below.

AGE GROUP	17-24	25-35	36-45	46-55	56-65	66+
Number	25	187	266	312	100	9

As well as responding to emergencies, we provide preventative services to the public to help them prepare for emergencies, reduce the likelihood of emergencies happening and reduce their impact if they do happen. This work includes Safe and Well visits to vulnerable people and the fitting of safety equipment where needed. Work is undertaken with partners to reduce the number of Road Traffic Collisions in our area. We have a legal responsibility to enforce fire safety legislation and we provide advice to businesses to help them comply with the law.

As with many other public services, we are facing challenging financial times which will impact upon the way services are delivered. Despite this, fire engines routinely get to incidents quicker than our target times and we continue to strive to make communities safer from the risk of fire. We will continue to deliver effective and efficient prevention services targeted at the most vulnerable in the community and a highly effective response service to deal with emergencies when they do occur.

## 2.2 OUR EQUALITY AND INCLUSION COMMITMENT STATEMENT

We aim to continuously improve the standards of service we provide to the communities we serve. We work with our diverse communities to provide equality of access to our services for those who have a protected characteristic identified under the Equality Act 2010, in order to provide fully inclusive, accessible, effective and efficient services. We recognise the importance of, and are committed to promoting equality and inclusion in the provision of our services and to our employees. We are committed to encouraging equality and diversity amongst our workforce and to eliminating unlawful discrimination. We continue to aim for our workforce to be representative of the communities we serve and for each of our employees to feel respected and to be able to give their best.

We recognise our legal responsibilities under the Equality Act 2010. Specifically, the public sector equality duty to eliminate unlawful discrimination, harassment and victimisation, advance equality of opportunity, foster good community relations and have an engaged, fairly treated and motivated workforce. In particular, we oppose and are committed to eliminating all forms of unfair treatment at work based on age, disability, sex, race or national origin, religion and belief, sexual orientation, gender reassignment, marital or civil partnership status, pregnancy or maternity, political opinions, trade union activity or membership, lack of trade union activity or membership or spent criminal convictions not relevant to the post.

We aim to promote equality, fairness and respect for all of our employees. In working to protect and keep communities and individuals safe from fire and other emergencies, we recognise that people's needs may be different and that some people will be more at risk of fire and emergencies than others. We aim to target our services and resources to protect the whole community and to reduce the additional risks faced by some. In developing appropriate services, we will work to engage and involve our communities.

## 3. GOVERNANCE

The Fire and Rescue National Framework for England details the governance requirements of the Fire and Rescue Authority. Principal to this is that the Fire and Rescue Authority has a statutory duty to ensure provision of their core functions as required by the Fire and Rescue Services Act 2004.

To effectively manage statutory governance requirements the Service implements a 'Business Planning Framework' to review and schedule the required compliance activities to be completed annually. This includes the creation and / or review of documentation such as the Integrated Risk Management Plan (IRMP), Annual Statement of Assurance and Financial Plans.

The Service uses the IRMP (3 year plan reviewed annually) to detail the assessed risk in the authority area, activities used to mitigate those risks and the effective allocation of associated resources. To fulfill the intended delivery outcomes in the IRMP the Service publishes a 'Strategic Plan', which stated the mission and associated objectives for the Service.

# Our Mission...

## Safer communities, safer firefighters.

Keeping communities in the Humber area safe, keeping our firefighters safe.

Contributing to the emergency response capabilities of the UK.



**HUMBERSIDE**  
Fire & Rescue Service



### What we must do well

- 1.1** Continue to complete planning arrangements and interventions to reduce fire related fatalities or casualties.
- 1.2** Effectively deliver activities to prevent fires and other emergency incidents.
- 1.3** Protect the public from fires and other risks by delivering fire regulation, legislation and protection activities.
- 1.4** Efficiently manage our resources to meet current risk.



### How we support our communities

- 2.1** We understand our community and the risks they face.
- 2.2** We help the public and businesses to stay safe.
- 2.3** We respond quickly and effectively to emergency incidents.
- 2.4** We treat everyone in an open and fair manner.



### We value and support the people we employ

- 3.1** We encourage, attract and retain a diverse range of people to help us provide the best service.
- 3.2** We develop and cultivate a highly trained, competent workforce.
- 3.3** We promote our principles and expected behaviours, and are ethical, transparent and accountable.
- 3.4** We ensure the health, safety and wellbeing of our staff.



### We efficiently manage the Service

- 4.1** We deliver sound financial control and resilience.
- 4.2** We make appropriate use of public money and deliver value for money.
- 4.3** We promote good governance and ensure openness, transparency and accessibility.

**Strategic Plan  
2021 - 2024**



## 4. KEY PERFORMANCE DATA

Where appropriate Service Performance Indicators (SPI) are performance managed against calculated thresholds to define the range between high and low performance values for each of the different incidents. Thresholds enable the Service to analyse trends more accurately and less reactionary, enabling the deployment of resources and / or intervention activities more effectively.

4.1 KEY INCIDENT ACTIVITY	Performance Targets 2021/22	What was achieved 2020/21?	What was achieved 2021/22?	Within threshold
Automatic fire alarm activations in non-domestic premises.	Between 1102 and 1390	1013	1091	Yes
Number of Accidental Dwelling Fires.	Between 304 and 472	345	395	Yes
Number of high severity Accidental Dwelling Fires.	Between 4 and 26	19	16	Yes
Number of other accidental fires.	Between 167 and 387	254	225	Yes
Number of deliberate small fires.	Between 1433 and 2631	1575	2168	Yes
Number of deliberate property fires. (excludes prisons).	Between 441 and 597	339	421	Yes
Number of fatalities from Accidental Dwelling Fires.	Aspirational 0	2	2	Same as 2020/21
Total injuries from fire related incidents.	Aspirational 0	22	21	Reduced by 9%

4.2 PROTECTION ACTIVITY	Performance Targets 2021/22	What was achieved 2020/21?	What was achieved 2021/22?	Target outcome
Fire safety enforcement notices issued.	No set performance targets	8	26	N/A
Prohibition notices issued.		6	11	
Alteration notices issued.		6	9	
4.3 PREVENTION ACTIVITY	Performance Targets 2021/22	What was achieved 2020/21?	What was achieved 2021/22?	Target outcome
Delivery plan safe and well visits.	5062	N/A	7530	Above target
Arson prevention.	No set performance targets	725	2075	N/A
Fire Setter Intervention.		83	184	
School visit.		17	188	
Number of children engaged with.		769	14337	
Youth Diversion.		40	54	
Alarm replacement/equipment delivery.		1122*	591	
Hotshot/Leaflet drop.		5078	5817	
Other prevention activity (including activity unable to complete)		10776*	8888	

\*We delivered smoke detectors instead of being able to carry out Safe and Well visits. Other activity in 2020/21 was artificially high due to COVID-19 related work.

4.4 RESPONSE	Performance Targets 2021/22	What was achieved 2020/21?	What was achieved 2021/22?	Target outcome
The first fire engine mobilised to Dwelling Fires or Road Traffic Collisions (RTC) is in attendance within the specified times:				
<b>Dwelling Fires</b> High Risk Areas      8 minutes Medium Risk Areas    12 minutes Low Risk Area          20 minutes RTC any area            15 minutes	90%	99.12%	97.71%	Above target
Second fire engine mobilised to a Dwelling Fire or a Road Traffic Collision is in attendance within 5 minutes of the first fire engine arriving at the incident.	80%	90.44%	89.27%	Above target
Mobilising our resources to Dwelling Fires within 90 seconds of receiving an emergency call.	75%	86.31%	84.68%	Above target
Rescues from all incident types.	No set performance targets	959	1301	N/A
4.5 ENVIRONMENT	Performance Targets 2021/22	What was achieved 2020/21?	What was achieved 2021/22?	Target outcome
Electricity usage.		1,748,975 Kw/h	1,921,543 Kw/h	
Gas usage.	No set performance targets	3,983,508 M <sup>3</sup>	4,588,494 M <sup>3</sup>	N/A
Water usage.		8,820 M <sup>3</sup>	9,482 M <sup>3</sup>	
Vehicle diesel fuel usage.		229,156 ltrs	274,764 ltrs	

4.6 PEOPLE	Performance Targets 2021/22	What was achieved 2020/21?	What was achieved 2021/22?	Target outcome
Average day's sickness absence per employee.	8.2	4.75	6.93	Within target
Number of work-related accidents.	Aspirational reduction to 0	73	53	N/A
Number of reported near misses.	Aspirational increase	94	124	N/A
4.7 PUBLIC FEEDBACK	Performance Targets 2021/22	What was achieved 2020/21?	What was achieved 2021/22?	Target outcome
Number of Complaints.	Aspirational decrease	29	36	More than 2020/21
Number of Complaints upheld.	-	11	18	-
Number of Complaints not upheld.	-	18	18	-
Number of Compliments.	Aspirational increase	40	69	More than 2020/21

## 5. PREVENTION & PROTECTION

Prevention and Protection teams are centrally managed and are deployed to areas of risk. Risk is identified by an annual analysis process which sets the workload for the year ahead.

We evaluate and monitor our performance to look for smarter and more efficient ways to ensure our communities are safer places to live and work. Data plays a big part in our risk profiling. We use our data in conjunction with social segmentation, NHS, Local Authority data and open data sets such as energy performance certificates to build up matrices of risk. This allows us to access the people and businesses who are most vulnerable to the risk of fire.

Referrals from partners are an important part of being able to access the most vulnerable homes and businesses and we cultivate those relationships, training other agencies to recognise fire risk.

We are developing additional mobile capability for the efficient delivery of Prevention and Protection activities. We work within the National Fire Chiefs Council (NFCC) framework on projects such as national data collection, the Person-Centred Framework and Fire Standards. We are involved nationally and regionally with health partners, including Public Health England and NHS England, instigating several activities in partnership to improve data sharing, health and quality of life outcomes for those most at risk in our communities.

### 5.1 PREVENTION

We provide Safe and Well visits to our communities, an important element of the preventative work carried out across our area. This service provides people with guidance and support to keep them safe from fire and other emergencies and broadly follows the principles below:

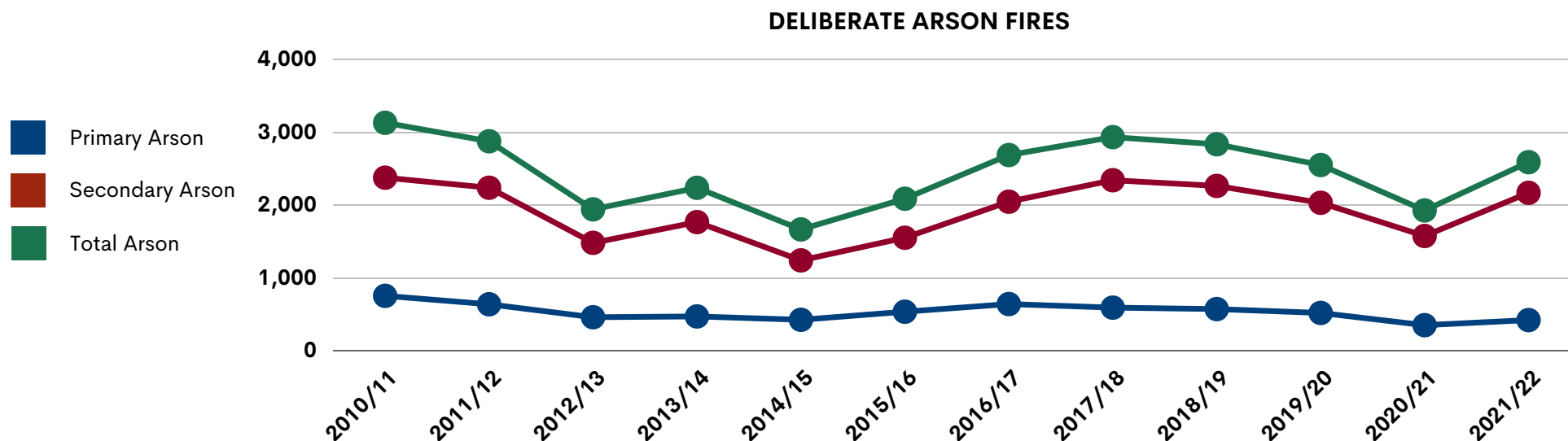
- A light touch health check for vulnerable individuals in the home
- Identification of fire risk while in the home
- Provision of safety advice
- Provision of appropriate risk reduction equipment
- Referral to specialist advice and support where appropriate

## 5.2 CHILDREN AND YOUNG PEOPLE ACTIVITIES

Our targeted School Education and Youth Engagement programmes form an integral part of our delivery to young people on issues around fire, road, and water safety. We visit schools on a targeted basis and consider themes that may be current on social media platforms to be included in our educational talks. We ensure that educational material with a strong fire safety theme is freely available to teachers and that we respond to requests for guidance or support.

## 5.3 DELIBERATE FIRES

Primary arson has remained very stable for a long period, whilst secondary arson has shown more variation and in the last year, has increased. The two most frequently ignited property types in deliberate fires during 2021/22 were loose refuse and wheelie bins accounting for 60% of all the deliberate fires. Compared to 2020/21, there have been 663 more arson incidents, which equates to an increase of 34%. Many reasons may have contributed to this increase. The COVID-19 pandemic and the restriction on lifestyles may have changed people's behaviour, particularly the well-documented effect on young people. Organisations such as Neighbourhood Watch have reported an increase in anti-social behaviour, to which arson is linked. We've seen increases in fly-tipping which heightens the potential for deliberate fires. We continue to adopt a multi-agency approach to deliberate fire reduction because we recognise that this is not something that we can achieve in isolation.



## 5.4 FIRE DEATHS

Sadly, during 2021/22, two people died in Accidental Dwelling Fires in our Service area. We know that there are large numbers of vulnerable people within our communities and this continues to present the Service with some significant challenges. The number of people injured in Accidental Dwelling Fires was 21, which is 32% lower than the previous year. We are using data science models, using the data we have to predict the homes where those most at risk of dying in a fire may reside and this drives our proactive prevention activity.

## 5.5 ACCIDENTAL DWELLING FIRES (ADF)

ADFs are the main cause of preventable fire deaths and injuries. In 2021/22, we attended 395 ADFs; this is an increase of 14% from the previous year's total of 345 incidents.



## 5.6 SMOKE ALARMS

You are four times more likely to die in a fire at home if you haven't got a working smoke alarm and escape plan ([www.gov.uk/firekills](http://www.gov.uk/firekills)). For this reason, we invest a large amount of our time in ensuring residents have a working smoke alarm and an escape plan. During 2021/22 we found that 87% (343) homes where an accidental fire occurred had a smoke alarm fitted and 72% of the smoke alarms activated during the fire. Typical reasons for not activating included missing or defective batteries and the smoke alarms being in a different room from where the fire started.

During 2021/22, 2658 alarms were fitted in the Service area by our employees. This figure is a combination of smoke, heat, and deaf alarms. 2018 of these alarms were fitted at Safe and Well visits\*, based upon occupant risk and vulnerability.

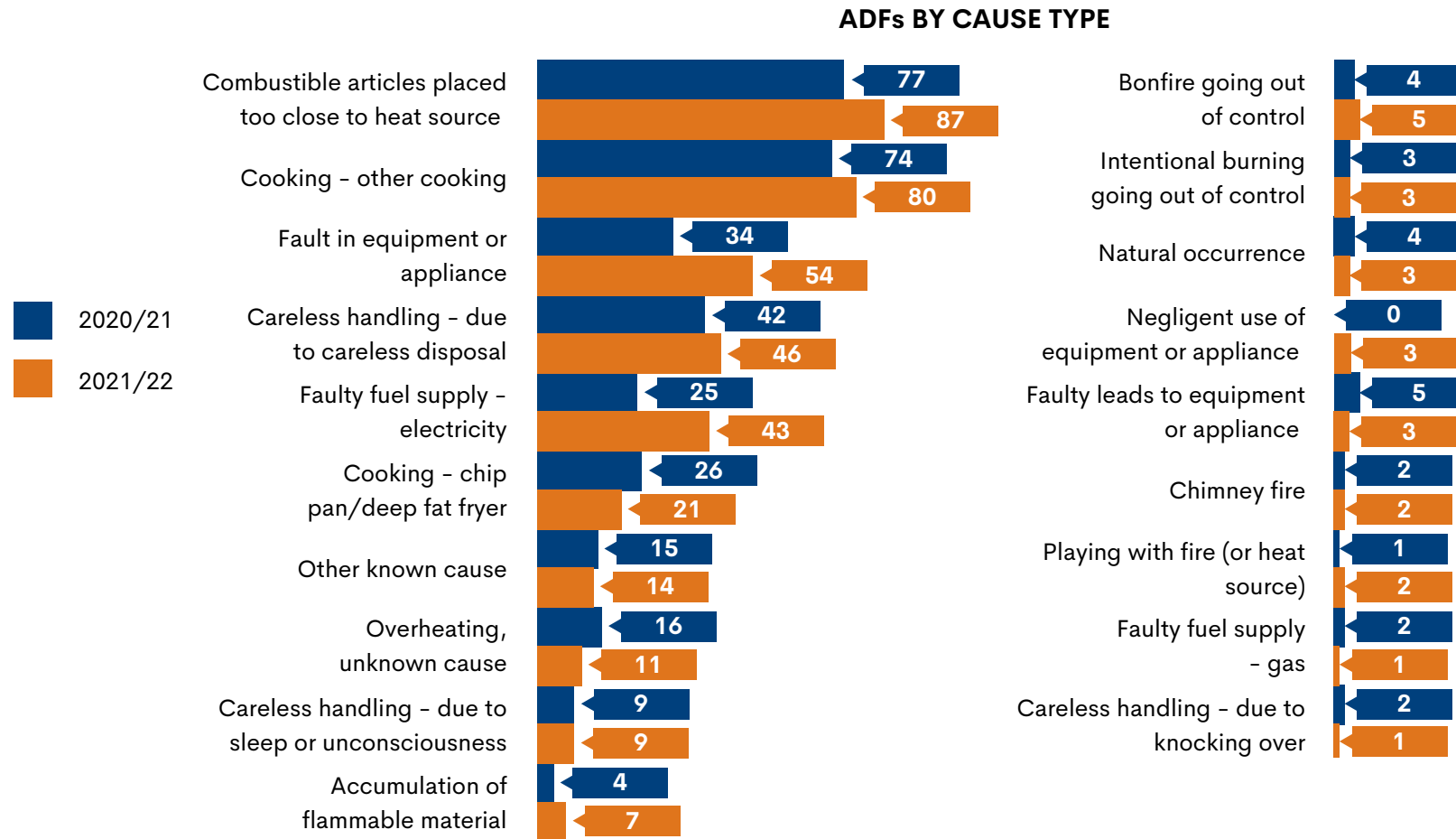
\*The remaining alarms were fitted during re-visits to properties that have already had alarms fitted and from post incident attendances





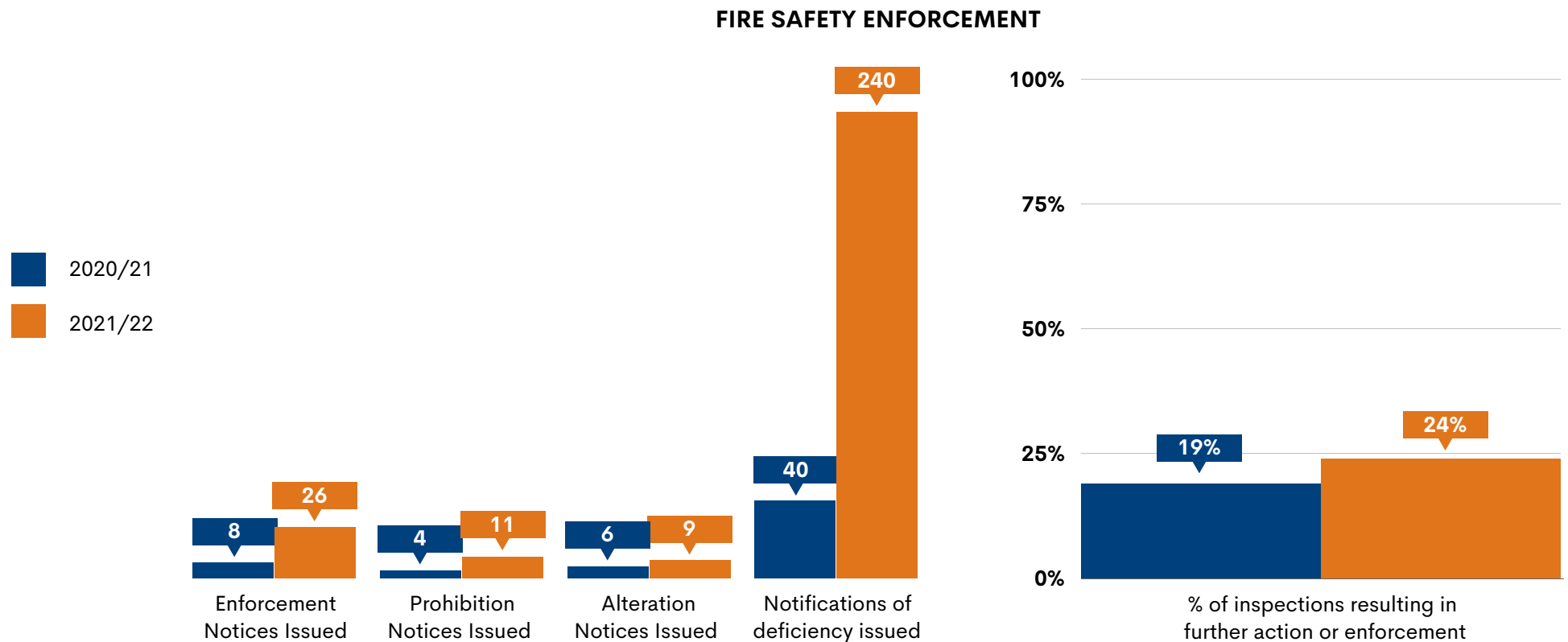
## 5.7 CAUSES OF ACCIDENTAL DWELLING FIRES

The chart below shows that 22% of the ADFs that we attended in 2021/22 involved a combustible article placed too close to a heat source. The kitchen is the place most fires start with 43% of the fires involving a cooking appliance as the source of ignition.



## 5.8 PROTECTION

HFRS has reviewed our Risk Based Inspection Programme to create a more intelligent data-driven model and ensure we carry out inspections at those premises which pose the greatest risk from fire; our inspections will continue to target premises to reduce that risk. Our crews also carry out engagement visits with lower risk premises to advise on fire safety, referring any problems to our inspectors who will then carry out an audit where necessary. For any fire safety deficiencies found, we will take informal or formal action to ensure that such premises are made safer for our communities. We are pleased that the direction of travel in the percentage of audits that result in further action is upward, as this is one of the best measures of the effectiveness of our risk profile.



## 6.

# RESPONSE



The Service operates under a **Service Delivery Structure** with four districts that are divided by the physical boundary of the Humber Estuary and river into North (Hull and East Riding) and South (North Lincolnshire and North East Lincolnshire). The respective Service Delivery Teams have the responsibility for all operational and safety matters in their area.

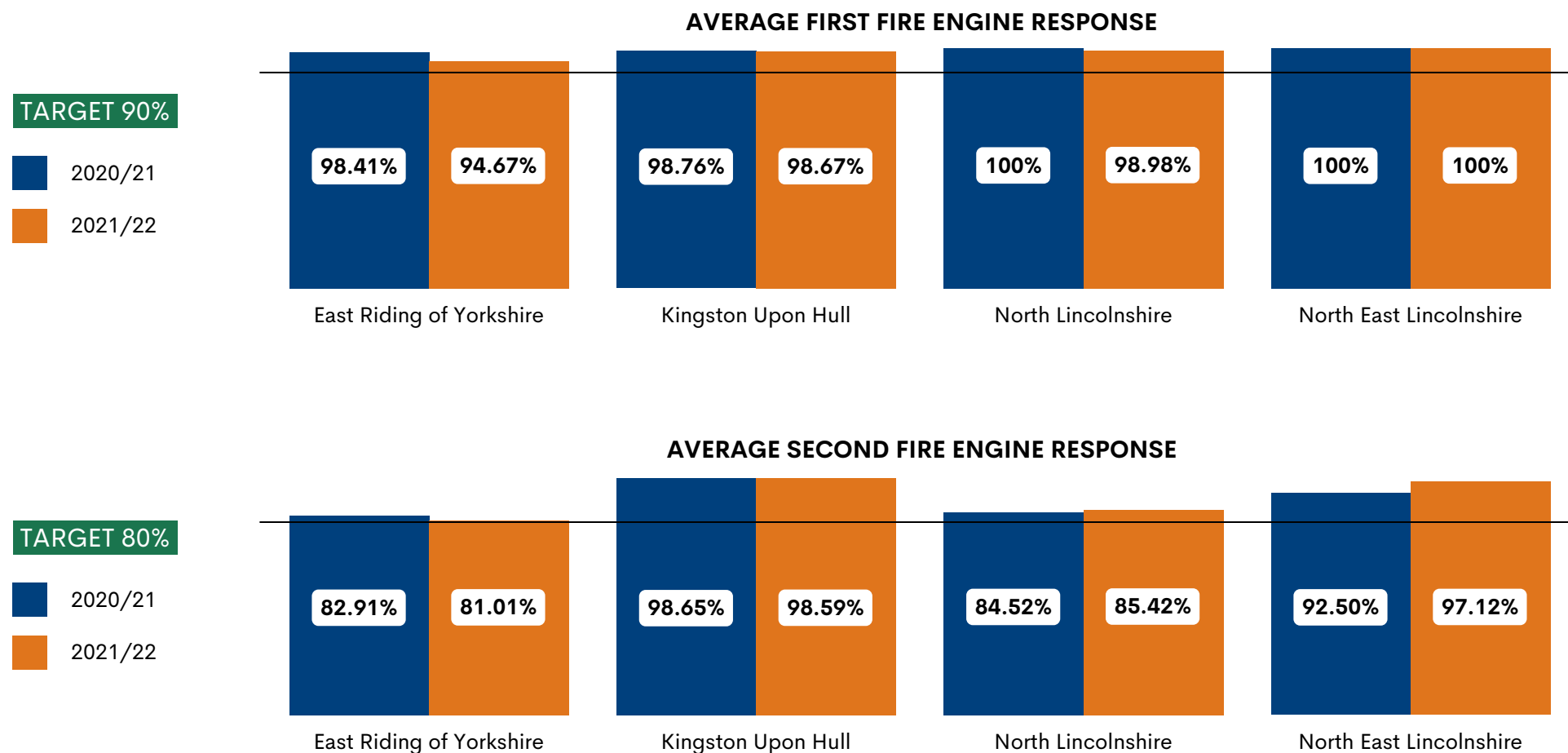
## 6.1 RESPONSE STANDARDS

Our Response Standards tell how quickly we aim to have a fire engine in attendance at an incident. They are based on (Domestic) Risk Areas, assessed as High, Medium or Low. To enable us to assess the dwelling risk within our communities, our area is divided into 41 groupings of around 20,000 residents, we call these 'Risk Regions' that vary in geographical size. The Dwelling Risk rating is based upon the casualty and fatality rate per head of population within each Risk Region.

Two fire engines will be mobilised to Dwelling Fires and Road Traffic Collisions. The first aims to be in attendance within the following times, on a minimum of 90% of occasions.

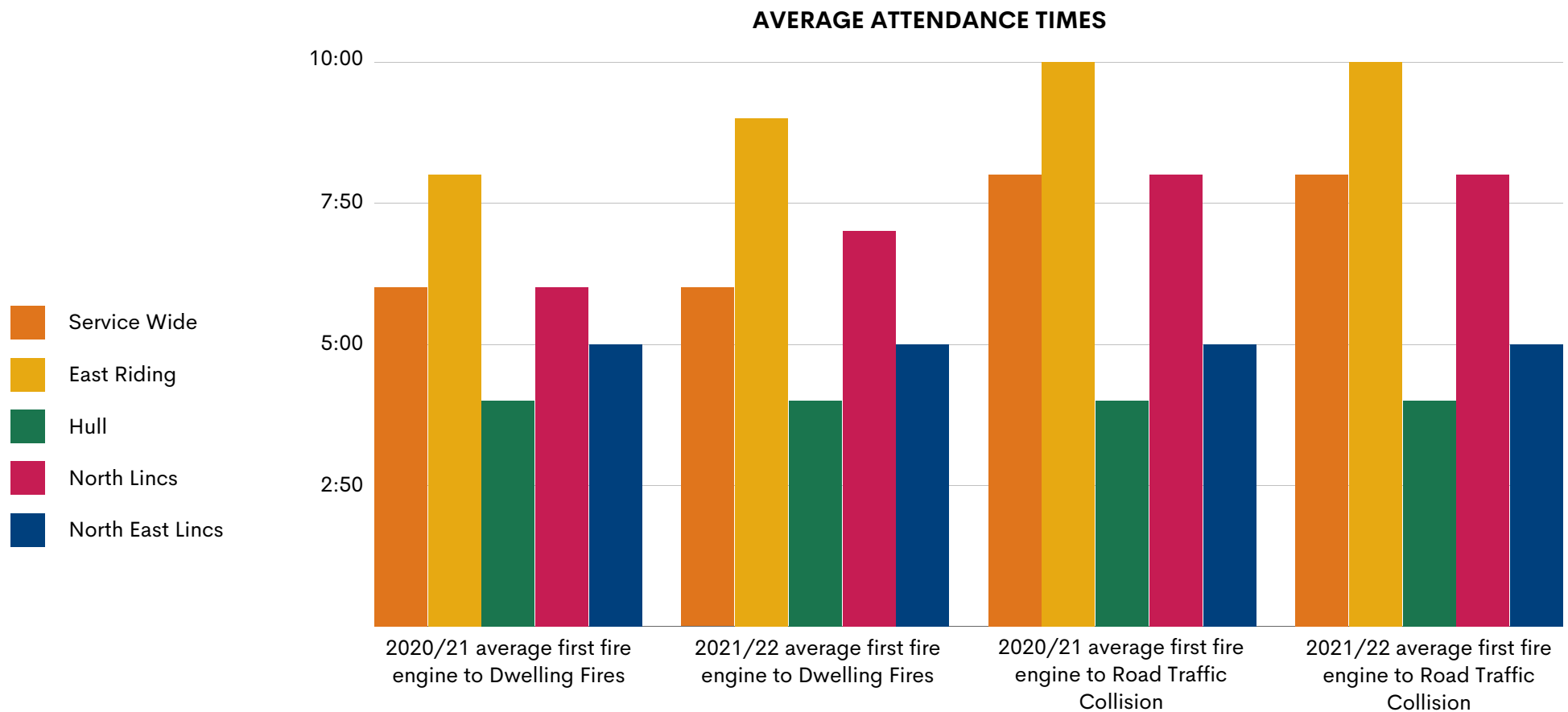
High Risk Area	8 Minutes
Medium Risk Area	12 Minutes
Low Risk Area	20 Minutes
Road Traffic Collision in any Risk Area	15 Minutes

The second fire engine mobilised to a Dwelling Fire or a Road Traffic Collision, aims to be in attendance within five minutes of the first fire engine arriving at the incident, on a minimum of 80% of occasions. We are proud to say that, despite the standards we set for attending incidents across the Service Area being some of the most challenging in Great Britain, we consistently exceed them. As you would perhaps expect, our performance varies across the Service mainly due to the diversity of our area, which ranges from remote rural to urban/city scape, and the distances our fire engines must travel. Service wide performance for fire engine response is shown below.



## 6.2 ATTENDANCE TIMES

Across the Service our average attendance time to Dwelling Fires is 6 minutes and 23 seconds for the year 2021/22. This is an increase of 17 seconds from our previous average of 6 minutes and 6 seconds in 2020/21. The time taken to attend a Road Traffic Collision has increased slightly to 8 minutes and 17 seconds, from 8 minutes and 4 seconds in 2020/21. Attendance times in the East Riding of Yorkshire and North Lincolnshire are slower than other areas that we cover. The reason for this, is the rural landscape, and these areas have a higher percentage of On-Call duty system Fire Stations, compared to our more urban areas.

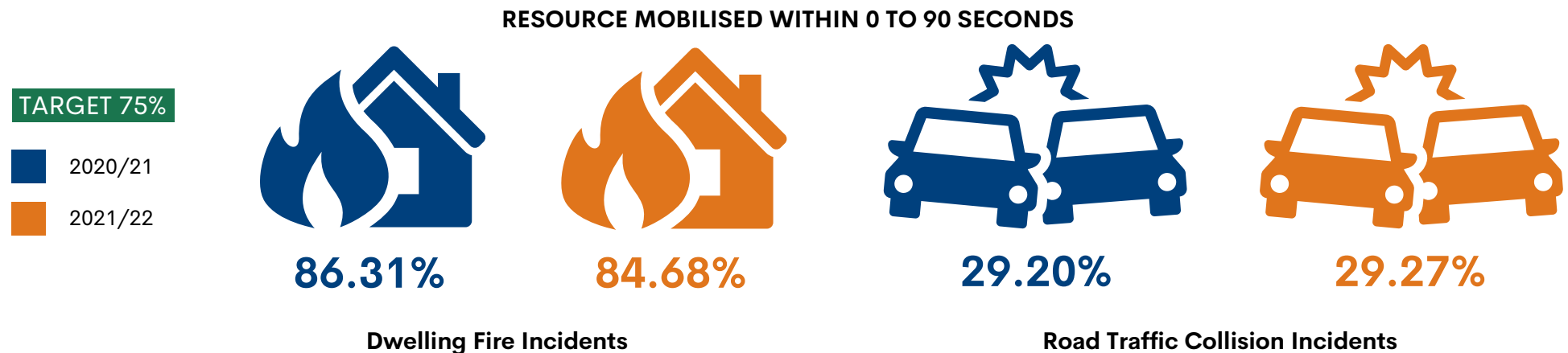


## 6.3 EMERGENCY CALL HANDLING

Our response to an emergency starts with our Control Room; this is where our emergency calls are received and assessed before an appropriate initial response is mobilised. Our performance standard requires that emergency calls to all incidents have a response mobilised within 90 seconds on 75% of occasions. **Mobilisations to Road Traffic Collision incidents are generally slower due to the need to establish accurate location details. This is particularly relevant in our rural communities, where street names and house numbers are not always as easily available or identifiable to the caller.**

Ensuring that the fastest and most appropriate response is mobilised to an incident is our key priority during emergency call handling. We have accepted that it may take our Control Room staff a little longer to extract quality information from 999 callers, however, this further assists our dynamic approach to mobilising and provides our responding crews with further insight to the incident they are attending. The Control Room have the capability to use 'what3words' downloadable application to support people in communicating their location when not fully known.

During events such as extreme flooding and large incidents, emergency Control Rooms can become inundated with a high volume of emergency calls. In a consortium arrangement with Lincolnshire, Hertfordshire and Norfolk Fire and Rescue Services collectively, Services can now deliver an integrated call handling and mobilising solution, with significantly improved resilience and partnership working.

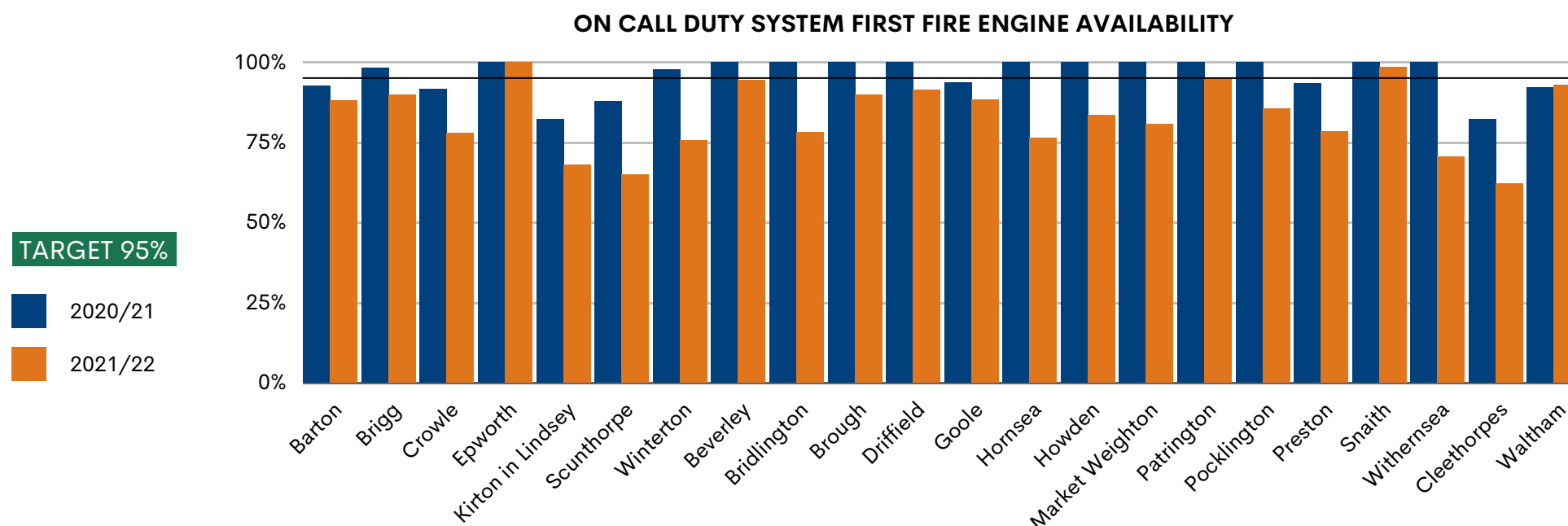


## 6.4 AVAILABILITY OF FIRE STATIONS

**Optimum Crewing Model** – Our optimum crewing availability model is informed and managed against Service response standards which are: 100% Full-Time, 95% On-Call (First Fire Engine) and 80% On-Call (Second Fire Engine).

**On-Call Duty System Fire Stations** – Our 22 On-Call Duty System Fire Stations are crewed by individuals living and often working within the local communities around the Fire Station. The performance standard for the first fire engine (some Fire Stations have two fire engines) is 95% availability, this has been achieved by 14% of our Fire Stations in 2021/2022.

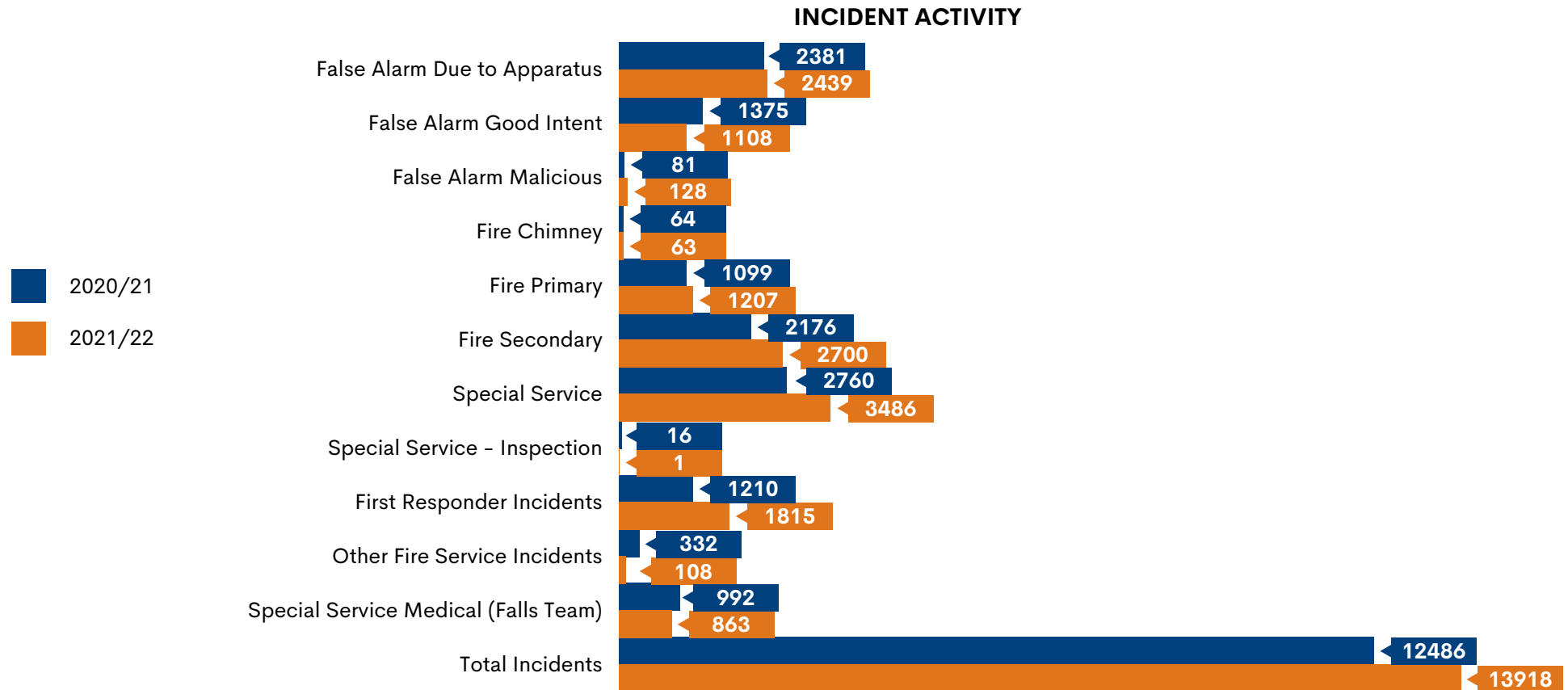
**Full-Time Duty System** – Stations are crewed 24/7 by Full-Time firefighters. Availability for first and second fire engines is consistently achieved by all Fire Stations.



**Availability Recording:** The Service introduced the 'Fire Service Rota' system which has changed the reporting process for recording availability, influencing the change in performance.

## 6.5 INCIDENT ACTIVITY

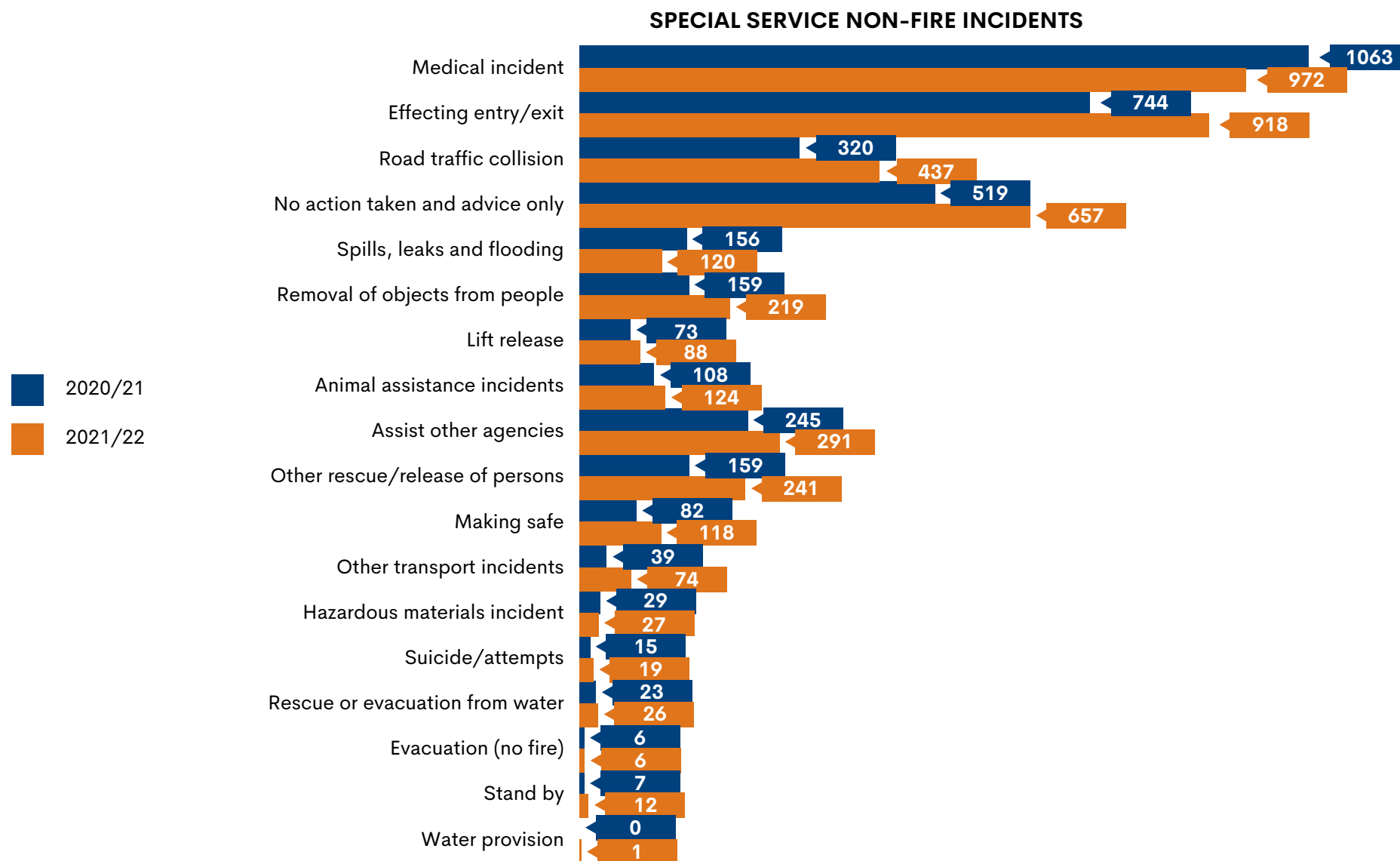
Data identifies we have attended 1432 more incidents, resulting in a total increase of 108 primary fires and a total increase of 524 secondary fires in 2021/22 compared to 2020/21. There has been a total increase of 726 Special Service incidents in 2021/22 compared to 2020/21. Overall, there has been a 11% increase in total number of incidents in 2021/22 compared to 2020/21.



All the incident types stated above are expressed in terminology used by the Ministry of Housing, Communities and Local Government (MHCLG) to collate national statistics through our Incident Recording System (IRS). For a definition of these incident types please refer to the glossary section of this report.

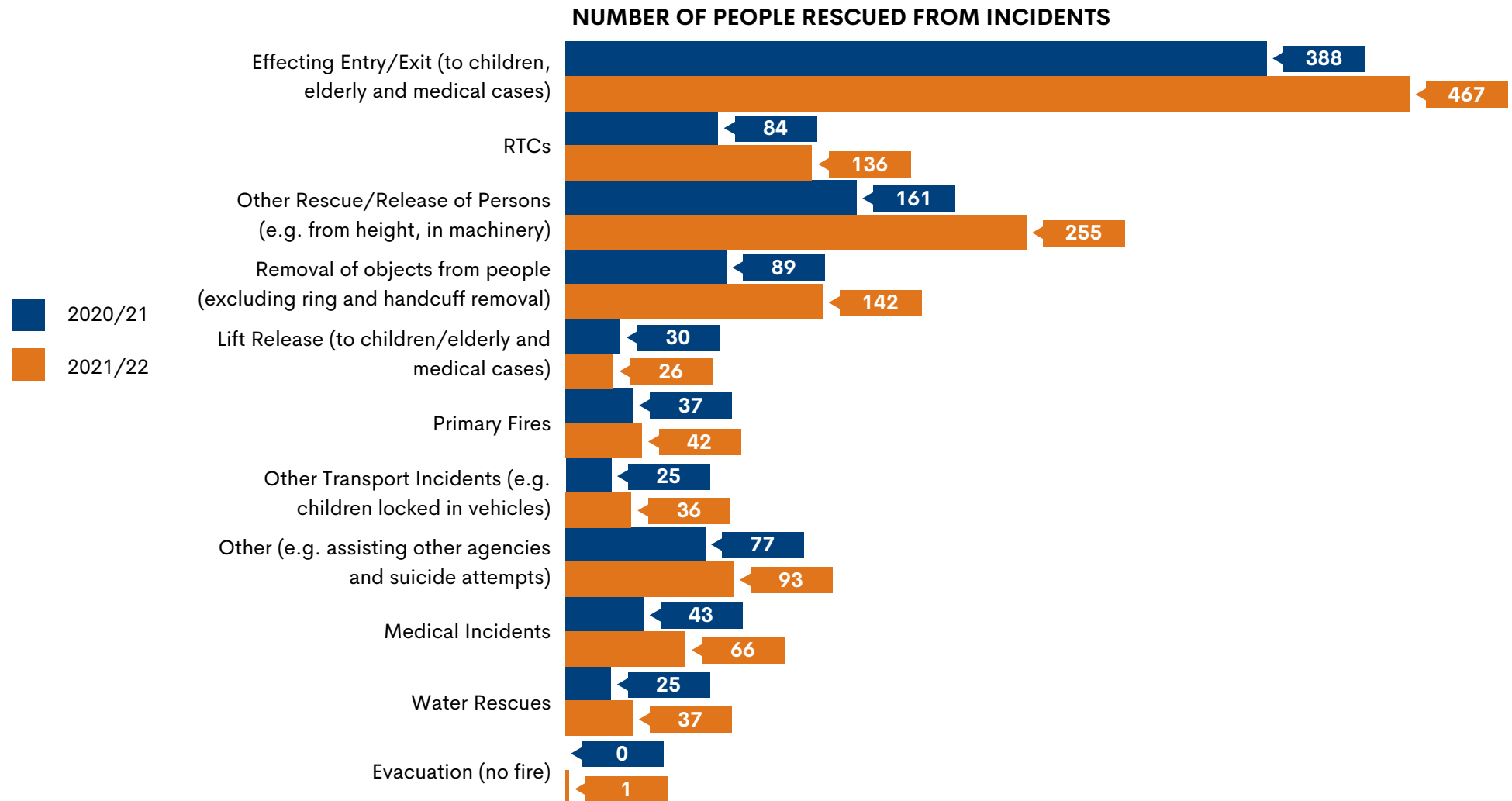


Of the incidents we attended in 2021/22, 4350 were Special Service non-fire incidents. The highest percentage of these were Medical Incidents; the following graph shows the variety of non-fire incidents that we attend in our communities.



## 6.6 RESCUES

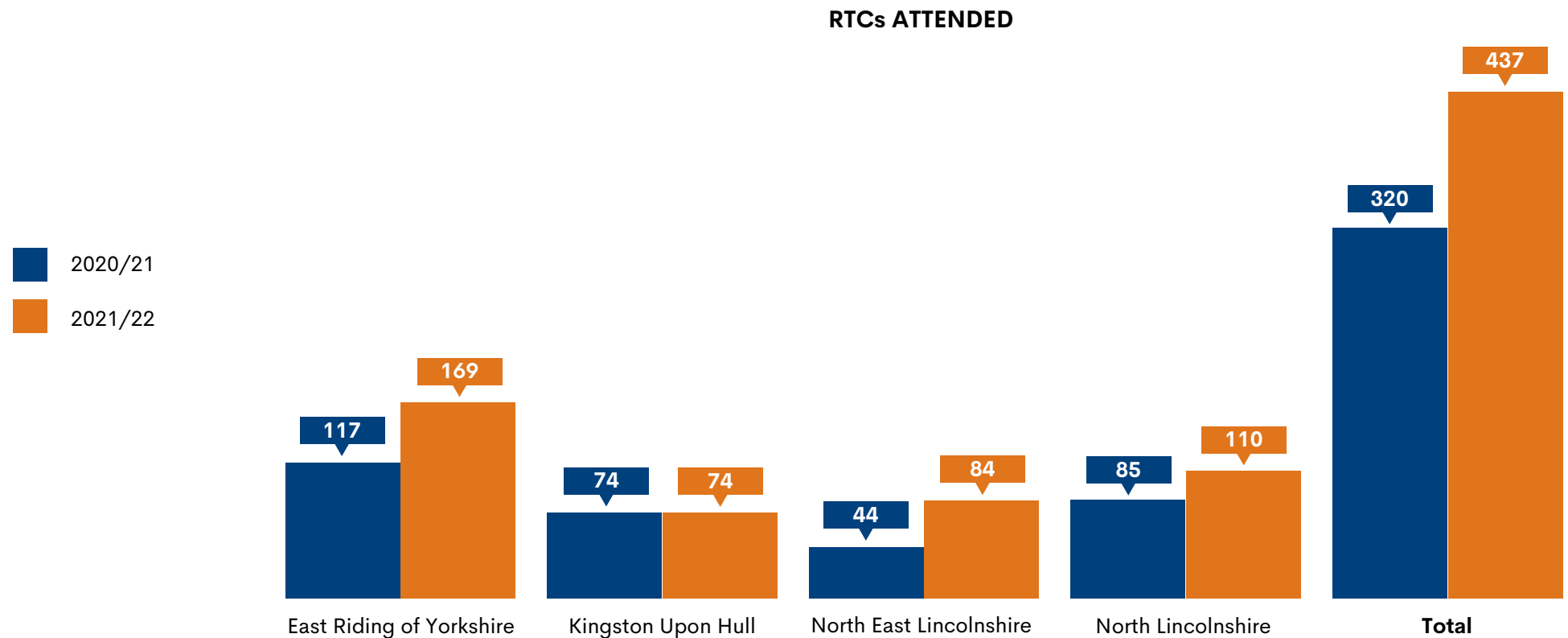
During 2021/22 we rescued 1301 people, with effecting entry / exit incidents accounting for 49% of the overall total. Other Rescue/Release of Persons showed a increase of 94 rescues with 255 in 2021/22 compared to 161 in 2020/21.



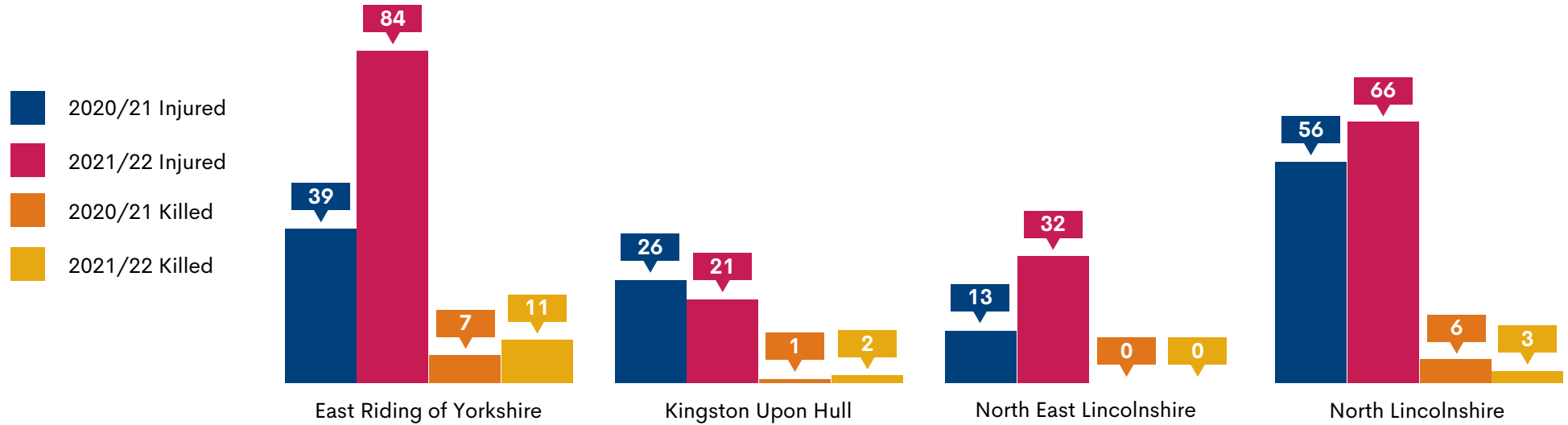
## 6.7 ROAD TRAFFIC COLLISIONS (RTC)

We work in partnership with Safer Roads Humber to try and reduce the number of RTCs, and the number of people killed or seriously injured. In 2021/22 the number of RTCs we attended was 437, which is an increase of 117 compared to the 320 we attended in 2020/21.

Sadly, the number of people killed in RTCs we attended in 2021/22 was 16, an increase of 2 compared to 2020/21. The total number of people injured increased from 134 in 2020/21 to 203 in 2021/22 (51%). We are not called upon to attend all RTCs, only those requiring our specialist intervention.

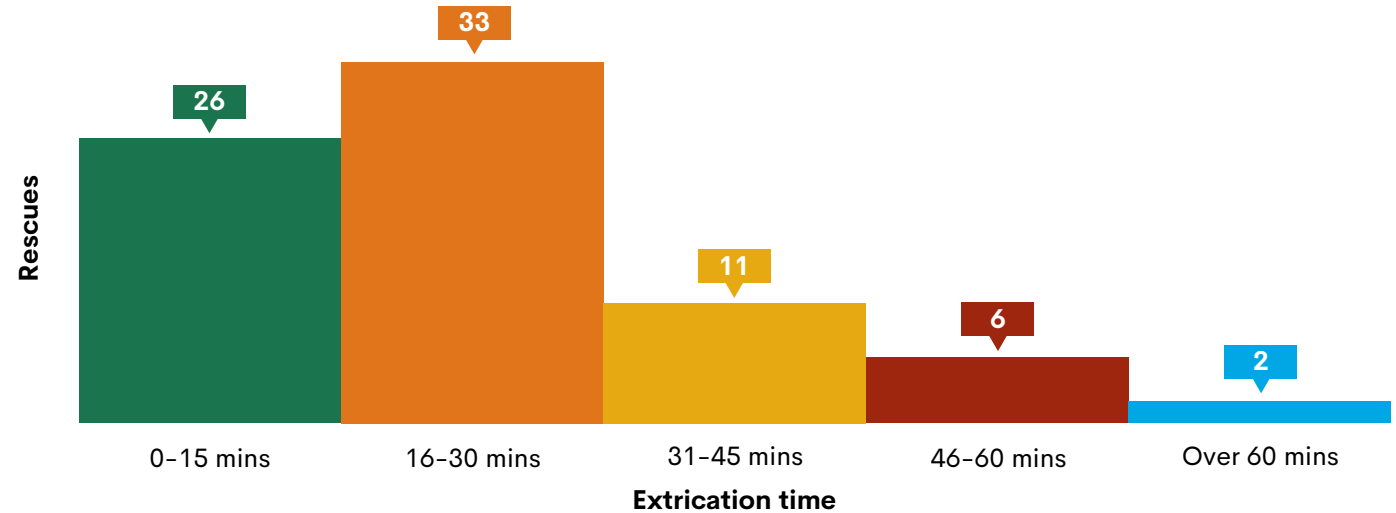


### KILLED OR SERIOUSLY INJURED IN RTCs ATTENDED



### RTCs PERSONS TRAPPED

We employ a range of techniques using the specialist equipment for RTCs to rescue trapped persons, with a total of 59 people freed from their vehicles within 30 minutes or less from our arrival at the incident during 2021/22.



## 7. INCIDENT ACTIVITY BY UNITARY AUTHORITY

The following tables show the number of times a station has been recorded as in attendance at an incident and do not directly relate to the number of incidents that occur in and around our Service area; i.e. a single incident could be attended by multiple stations. Attendances at False Alarm due to Apparatus includes both domestic and non domestic properties.

### 7.1 HULL

	False Alarm due to Apparatus	False Alarm Good Intent	False Alarm Malicious	Chimney Fire	Primary Fire	Secondary Fire	Special Service	Co Responder	Special Service Medical (Falls Team)	Incidents in other Service Area	Total Incidents Attended
HULL CENTRAL	369	88	18	2	179	142	329	1	0	0	<b>1128</b>
HULL NORTH	200	74	13	0	125	156	256	0	3	0	<b>827</b>
HULL NORTH TRV	12	117	11	2	67	545	131	0	1	0	<b>886</b>
HULL WEST	368	127	19	5	200	276	369	1	1	0	<b>1366</b>
HULL EAST	210	70	16	1	112	250	237	1	53	1	<b>951</b>
BRANSHOLME	128	92	18	3	100	358	190	0	810	0	<b>1699</b>
<b>TOTALS</b>	<b>1287</b>	<b>568</b>	<b>95</b>	<b>13</b>	<b>783</b>	<b>1727</b>	<b>1512</b>	<b>3</b>	<b>868</b>	<b>1</b>	<b>6857</b>

## 7.2 NORTH EAST LINCOLNSHIRE

	False Alarm due to Apparatus	False Alarm Good Intent	False Alarm Malicious	Chimney Fire	Primary Fire	Secondary Fire	Special Service	Co Responder	Special Service Medical (Falls Team)	Incidents in other Service Area	Total Incidents Attended
PEAKS LANE	270	145	15	9	215	333	510	0	0	25	<b>1522</b>
CLEETHORPES TRV	3	15	1	0	7	52	20	0	0	0	<b>98</b>
IMMINGHAM EAST	64	36	0	1	60	48	105	0	0	6	<b>320</b>
WALTHAM TRV	0	14	2	1	13	29	11	0	0	2	<b>72</b>
<b>TOTALS</b>	<b>337</b>	<b>210</b>	<b>18</b>	<b>11</b>	<b>295</b>	<b>462</b>	<b>646</b>	<b>0</b>	<b>0</b>	<b>33</b>	<b>2012</b>

## 7.3 NORTH LINCOLNSHIRE

	False Alarm due to Apparatus	False Alarm Good Intent	False Alarm Malicious	Chimney Fire	Primary Fire	Secondary Fire	Special Service	Co Responder	Special Service Medical (Falls Team)	Incidents in other Service Area	Total Incidents Attended
BARTON	28	23	2	1	26	23	48	0	0	0	151
SCUNTHORPE	248	124	17	4	172	266	403	0	0	7	1241
CROWLE	3	8	0	1	13	9	13	0	0	0	47
EPWORTH	15	20	0	4	34	19	50	632	0	7	781
KIRTON IN LINDSEY	2	0	0	0	8	2	12	0	0	15	39
WINTERTON	23	10	1	1	14	7	26	22	0	1	105
BRIGG	53	24	1	2	34	17	71	0	0	2	204
<b>TOTALS</b>	<b>372</b>	<b>209</b>	<b>21</b>	<b>13</b>	<b>301</b>	<b>343</b>	<b>623</b>	<b>654</b>	<b>0</b>	<b>32</b>	<b>2568</b>

## 7.4 EAST RIDING

	False Alarm due to Apparatus	False Alarm Good Intent	False Alarm Malicious	Chimney Fire	Primary Fire	Secondary Fire	Special Service	Co Responder	Special Service Medical (Falls Team)	Incidents in other Service Area	Total Incidents Attended
BEVERLEY	120	28	2	5	39	34	111	0	0	1	<b>340</b>
BROUGH	47	22	0	2	36	18	46	0	0	0	<b>171</b>
MARKET WEIGHTON	31	10	0	1	28	10	35	41	0	0	<b>156</b>
POCKLINGTON	46	11	0	5	24	7	47	0	0	0	<b>140</b>
BRIDLINGTON	164	56	9	6	51	61	223	114	0	1	<b>685</b>
DRIFFIELD	54	11	0	7	35	19	61	128	0	0	<b>315</b>
HORNSEA	23	10	1	3	17	7	44	0	0	0	<b>105</b>
WITHERNSEA	36	14	1	0	18	14	38	63	0	0	<b>184</b>
PATRINGTON	28	5	1	0	8	15	17	0	0	0	<b>74</b>
PRESTON	16	10	0	2	25	36	36	0	0	0	<b>125</b>
GOOLE	78	33	2	1	52	29	111	59	0	23	<b>388</b>
SNAITH	11	8	0	1	15	6	16	511	0	20	<b>588</b>
HOWDEN	20	11	0	2	23	4	28	248	0	0	<b>336</b>
<b>TOTALS</b>	<b>674</b>	<b>229</b>	<b>16</b>	<b>35</b>	<b>371</b>	<b>260</b>	<b>813</b>	<b>1164</b>	<b>0</b>	<b>45</b>	<b>3607</b>



## 7.5 FURTHER BREAKDOWN OF SPECIFIC SAMPLE OF SPECIAL SERVICE CATEGORIES

HULL	Effecting Entry/Exit	No action taken (not false alarm)	Road Traffic Collision
HULL CENTRAL	76	69	43
HULL NORTH	78	31	2
HULL NORTH TRV	28	18	59
HULL WEST	95	56	51
HULL EAST	59	50	21
BRANSHOLME	48	27	13
<b>TOTALS</b>	<b>384</b>	<b>251</b>	<b>189</b>

NORTH EAST LINCOLNSHIRE	Effecting Entry/Exit	No action taken (not false alarm)	Road Traffic Collision
PEAKS LANE	145	68	68
CLEETHORPES TRV	11	6	0
IMMINGHAM EAST	15	3	33
WALTHAM TRV	4	1	3
<b>TOTALS</b>	<b>175</b>	<b>78</b>	<b>104</b>

NORTH LINCOLNSHIRE	Effecting Entry/Exit	No action taken (not false alarm)	Road Traffic Collision
BARTON	11	3	12
SCUNTHORPE	102	64	71
CROWLE	1	0	6
EPWORTH	8	3	19
KIRTON IN LINDSEY	2	0	5
WINTERTON	4	1	11
BRIGG	17	7	15
<b>TOTALS</b>	<b>145</b>	<b>78</b>	<b>139</b>

EAST RIDING	Effecting Entry/Exit	No action taken (not false alarm)	Road Traffic Collision
BEVERLEY	32	14	17
BROUGH	4	4	15
MARKET WEIGHTON	5	0	19
POCKLINGTON	9	2	11
BRIDLINGTON	69	38	30
DRIFFIELD	19	9	14
HORNSEA	10	2	11
WITHERNSEA	11	3	7
PATRINGTON	2	2	4
PRESTON	8	6	6
GOOLE	22	19	28
SNAITH	4	0	4
HOWDEN	9	2	8
<b>TOTALS</b>	<b>204</b>	<b>101</b>	<b>174</b>

## 8.

# PEOPLE

## 8.1 ESTABLISHMENT

During 2021/22 our workforce by contract group is broken down in the table below. (The figures below total 1013 accounting for payments made to individuals of differing contract types, which exceeds the headcount figure of 899: 102 Full-Time duty staff, 7 Fire Staff, and 2 Control staff member also fulfil On-Call duties).

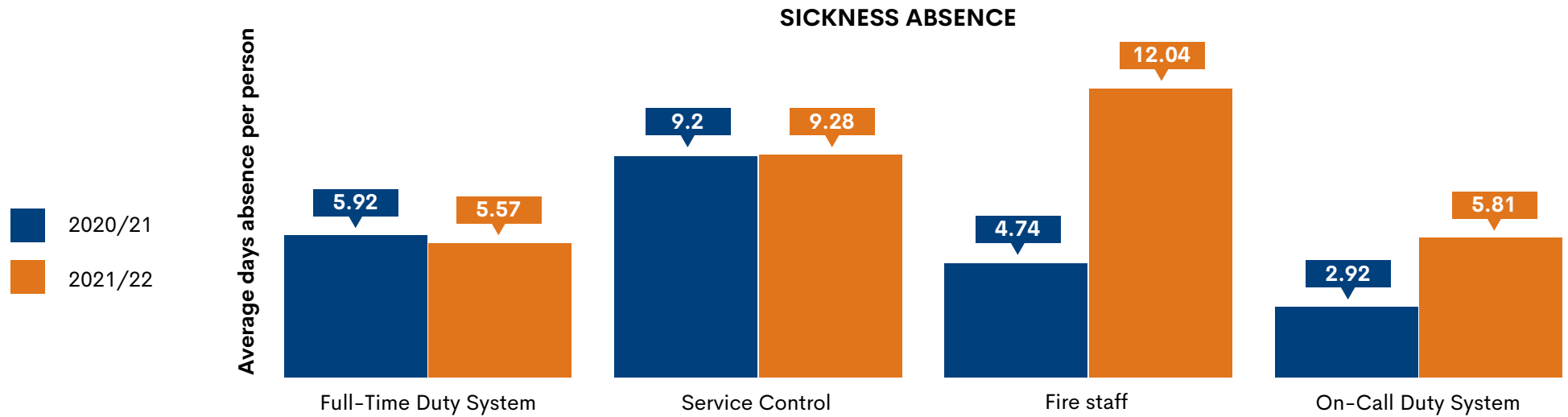
Full-Time Duty System	On-Call Duty System	Control Room	Fire Staff
431	335	30	214

## 8.2 SICKNESS ABSENCE

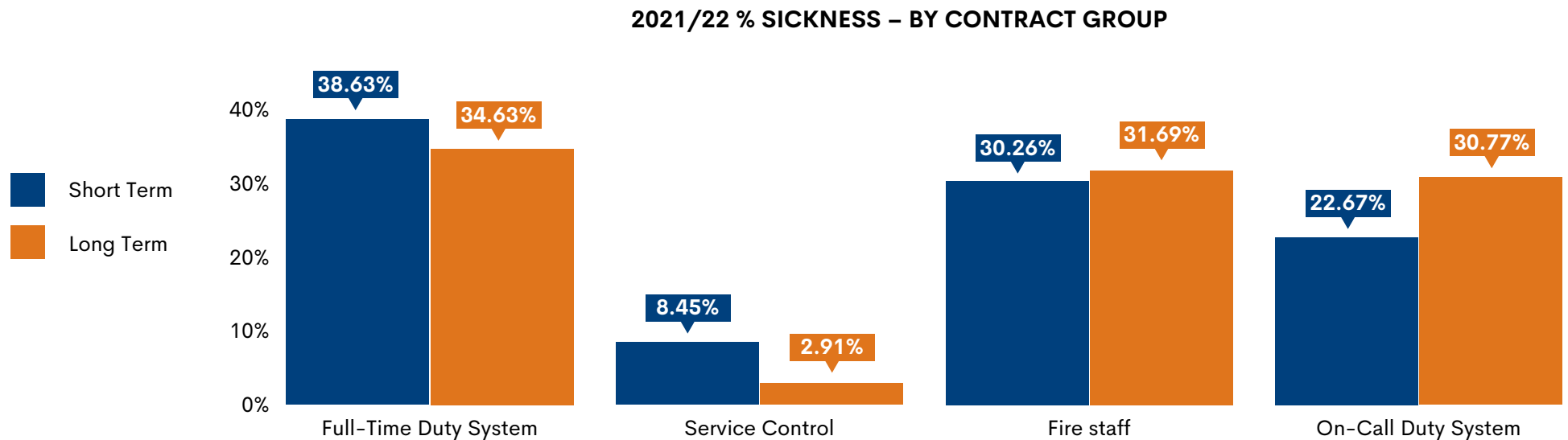
(figures exclude secondments, career breaks and casual contracts)

There has been an increase in the average number of days absent except for Full-Time duty staff, from 4.75 in 2020/21 to 6.93 in 2021/22. Our HR partners work closely with line managers to support and promote employee wellbeing at work and effectively manage unreasonable absence.





Represented below is the percentage split of the total number of duty days for short and long-term absence by contract group.



The top five reasons for absence across the Service during 2021/22 were, Mental Health Anxiety/Depression, Musculoskeletal Shoulders, Musculoskeletal Back, Muscular Lower Limb, and Musculoskeletal Upper Limb.

The Absence Management Policy was reviewed in 2021 and continues to provide the framework and guidance to address absence issues across the organisation in a consistent and supportive manner. The case review process has been embedded for long term and modified absence, taking place on a more local level with line managers, supported by HRSPs and the Head of HR, again to discuss absence concerns and address them at an earlier stage.

Short term absence continues to be addressed locally via managers, supported by HRSPs, and has recently been subject to increased focus to provide more robust and timely intervention and support.

Both long and short term absence has increased significantly during 2021/22, with 1646 more days lost in long term absence (44.29%) and 383 more days lost in short term absence (38.33%). Whilst these statistics are concerning, it should be noted that during the first year of the pandemic across 2020/21 absence rates fell dramatically. This was due to both the ability of staff to work at home through minor illnesses, and that isolation, masks and handwashing protocols not only prevented the spread of COVID-19, but also all other minor yet infectious complaints such as colds, flu and vomiting viruses. These latest absence percentages reflect a return to a more 'normal' absence profile.

The increase in absences attributed to mental health issues, whilst concerning, indicates that we have been successful as a Service in breaking down the stigma attached to this important health issue, with more staff being prepared to declare and seek help for their issues.

**“The increase in absences attributed to mental health issues, whilst concerning, indicates that we have been successful as a Service in breaking down the stigma attached to this important health issue.”**



It is widely accepted that the pandemic has had a significant impact on mental health generally across the whole population. However, within an emergency service environment, this also impacted significantly on the working hours and demands placed upon some departments in the organisation, both support and frontline service delivery.

The profile and importance of mental health has also been raised within the Service prompting more staff to seek help through the Blue Light Mental Health Champions scheme, and with the launch of the Zero Tolerance to Bullying campaign which aims to address the source of some stressful workplace issues.

Given the level of absence attributed to mental health issues, this important concern will remain a high-profile matter and will be subject to further review via the Health and Wellbeing Steering Group and via targeted services provided by Occupational Health. The Occupational Health and Wellbeing Team recognise the importance of promoting wellbeing and supporting staff during periods of sickness absence and on their return to work. The team is currently developing the wellbeing input into the sickness absence policy which covers ill-health prevention, health promotion, infection control and supporting staff welfare.

In order to ensure continued, appropriate, and timely management of both long term and short term absences, the Service continues to utilise a multi-party approach via local/line managers, Human Resources, Occupational Health and Senior Management, all of whom have a significant part to play in the support of staff and resolution of absence issues. This approach ensures focus and consistency are maintained and provides clarity for all parties on the way forward for their individual cases or trends that may occur.



# 9.

## HEALTH, SAFETY AND ENVIRONMENT



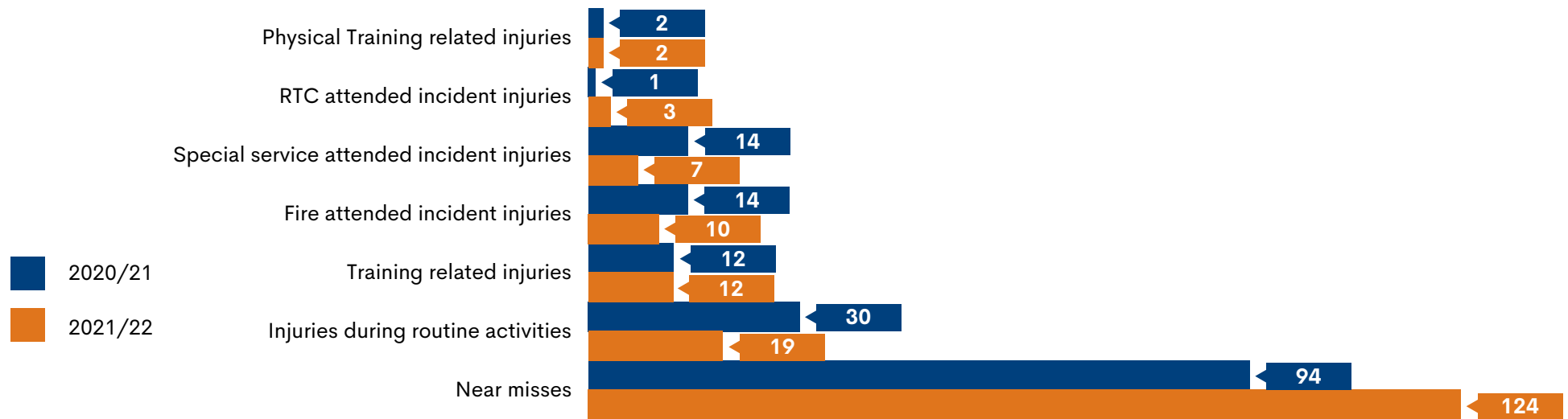
### 9.1 HEALTH AND SAFETY OVERVIEW

As a Fire and Rescue Service we sometimes must operate in hazardous environments, however, our incidents and injuries typically reflect most other industries. As may be expected, we also have other less common injury/incident types due to the nature of some of the emergency work undertaken, such as exposure to fire or heat. Every reported accident is appropriately investigated to allow lessons to be learnt for future improvement towards a safer working environment for all staff.

### 9.2 ACCIDENTS AND NEAR MISSES

The number of overall accidents reported has reduced in 2021/2022 when compared to last year's data; this is despite an increase in training undertaken by firefighters and a return to normal levels of activity as we have come out of COVID-19 pandemic restrictions. Routine Activities remain responsible for the highest proportion of injuries reported, though this has decreased in comparison to last year. Training and Physical Training related injuries have remained the same as last year even though there has been a Service wide increase in practical training activities and all other areas have shown a reduction in accidents. Injuries sustained at RTCs has increased by two reports, this is reflective of the increased number of vehicles on the road post COVID-19 pandemic restrictions and the Service undertaking more practical training activities.

## ACCIDENTS AND NEAR MISSES



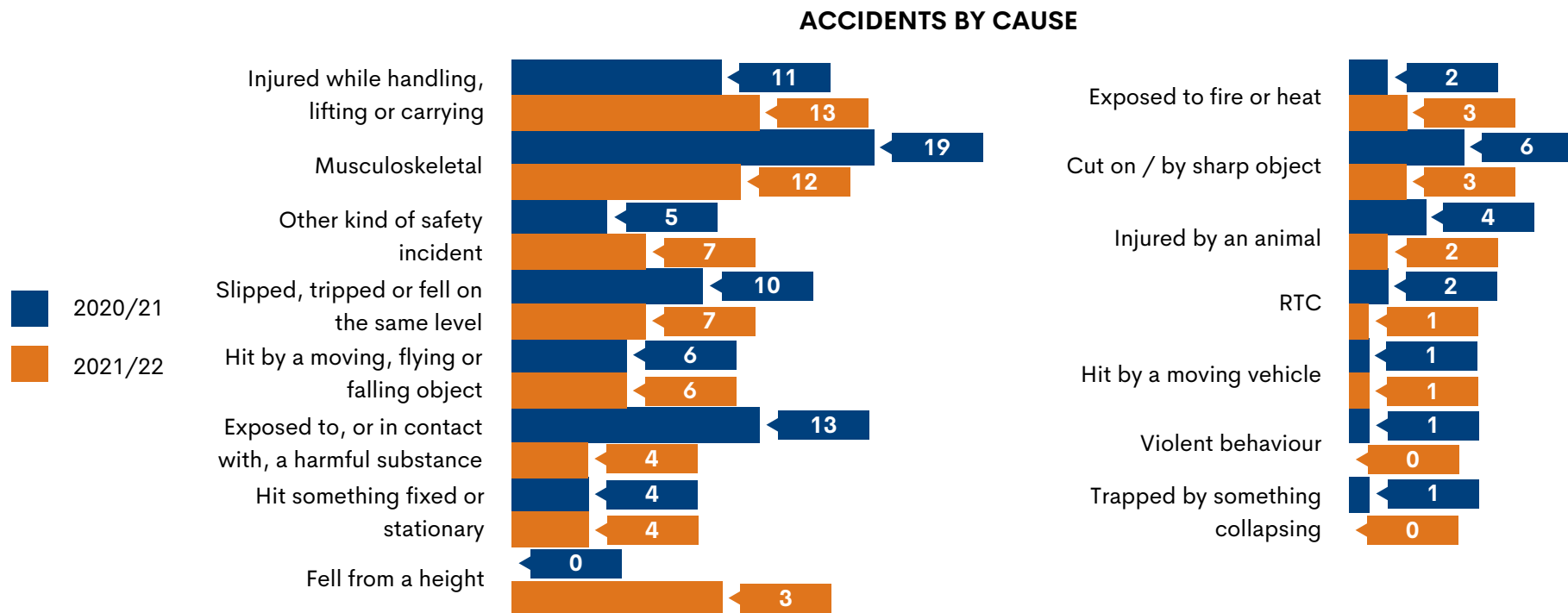
Near miss reports have increased by 32% in comparison to last year. After a fall in reports last year this is a really positive result and shows that safety is a priority for everyone in the organisation. There are more than double the amount of near miss reports compared to accidents for the year, this is a significant indicator of an organisation which has a successful, positive and proactive workplace safety culture.



## 9.3 ACCIDENTS BY CAUSE

The top two reported accident causes in 2021/2022 were "Injured whilst handling, lifting or carrying" and "Musculoskeletal" related, most of these occurred due to manual handling activities. For comparison this is in line with the latest published HSE statistics which show manual handling being the highest reported incident type to cause injury to a worker.

The "Other kind of safety incident" includes (or comprises of) any type of incident which cannot be categorised in the criteria above, an example being an individual getting plaster dust into their eye whilst fitting a smoke alarm. "Exposed to, or in contact with, a harmful substance" has reduced back to a level of less concern following a large spike in reports due to workplace COVID-19 transmissions last year and a suspected food poisoning occurrence at Bridlington Fire Station. Staff are still reporting appropriate exposures in line with our reporting mechanisms for exposure to harmful substances.



## 9.4 VEHICLE FLEET

The Service fleet of vehicles is used for a wide variety of purposes.

The fleet at present remains 100% diesel powered, as the Service continued to maintain own stocks of diesel fuel at strategic locations, primarily to ensure a high level of resilience. As Service vehicles are fuelled locally this reduces our carbon footprint and ensures the ability to be ready and able to respond. Likewise, bulk buying fuel is significantly more economical.

The Service vehicle telematics system supports the overview and analysis of the fleet, with total numbers required being reviewed regularly. During this reporting period the Service has placed its first order for three Electric Vehicles. These vehicles will be Vauxhall Combo-E electric vans, and they will be utilised by the Prevention and Protection teams based in Grimsby. The necessary infrastructure has already been put in place to ensure the vehicles can be charged regularly.

All other vehicles procured by the Service will continue to incorporate blue technology (AdBlue), to help reduce damage to the environment from Nitrogen Oxide (NOx) including Nitrogen Dioxide (NO<sub>2</sub>).

Fuel cards continue to provide an accurate record of off-site refuelling.

86,434 litres were drawn externally, against the 114,157 litres in 2020/21, a decrease of 27,723 litres, however this was due in main to the previous year's free fuel offer from BP, made during the height of the pandemic. Total fuel usage this year rose up to 274,764 litres compared to 229,156 litres in 2020/21.

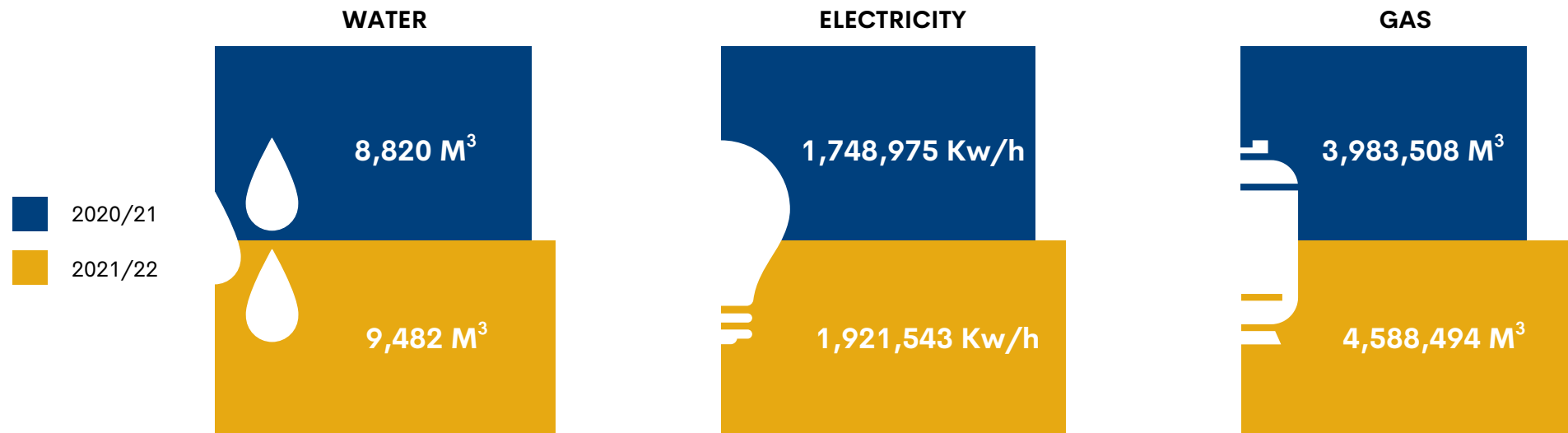
The total mileage for all vehicles rose back up expectedly to a figure, in line with the increased fuel usage, rising to 1,004,618 miles from 780,000 in 2020/21 recorded during the pandemic.



## 9.5 WATER AND ENERGY USE

As anticipated there was an increase in all amenity usage. More staff physically returning to work from Service premises during 2021/22, post pandemic, has resulted in a higher volume of water, electricity and gas consumption.

The Service, operating through the Joint Estates Team, in partnership with the Police, is working towards having all premises monitored by fully automated meter reading equipment. It remains a Service objective to drive down energy consumption through planned replacement programmes.



# 10. CORPORATE

## 10.1 HMICFRS ROUND 2 INSPECTIONS

HMICFRS conducted their round 2 inspection of the Service during 2021/22. The Service was inspected against HMICFRS' graded judgment criteria, with questions aligned to 3 themed pillars of Effectiveness, Efficiency and People. The Service will receive a graded judgment for each pillar assessed as *Outstanding*, *Good*, *Requires Improvement*, or *Inadequate*, dependent on the findings detailed in the inspection report.

The inspection was conducted through a hybrid approach including on-site assessments of operational activities and remote interviews with Service managers. The inspection itself took 6 weeks with pre and post activities.

Inspection activities and methods used included:

- **Desktop Reviews** - conducted on site and remotely by HMICFRS inspectors which included a sample testing process to check the validity and accuracy of records, systems, assessed against Service policy, process and key lines of enquiry.
- **Reality testing** - conducted on site by HMICFRS inspectors at Fire Stations and in the Control Room. This activity required staff to demonstrate the correct use of equipment, recording processes, use of risk information and technology alongside answering questions on their role in the Service.
- **Interviews** - conducted on site and virtually with HMICFRS inspectors speaking with Service managers and strategic leaders
- **Staff Forums** - conducted on site with HMICFRS requesting representation of Service staff for subject specific forums which included, Equality Diversity and Inclusion, Support Staff, On-Call Firefighters, Full-Time Firefighters, Watch Managers, and Station Managers.

### Inspection Statistical breakdown

Number of interviews	24
Number of Desktop Reviews	16
Number of Staff Forums	6
Number of Reality Tests	11
Number of documents and / or additional information requested	201 (125 pre inspection 76 during inspection) NB – more requests to follow post inspection
Number of staff spoken with (approx.)	156

At this current time, no official date is provided as to when the Service will receive the inspection report. The report, when published by HMICFRS, will be shared through our various communication channels.

## 10.2 INTERNAL AUDIT

The role of internal audit is to provide independent assurance that an organisation's risk management, governance and internal control processes are operating effectively. For 2021/22 the Service commissioned TIAA to conduct the internal audit programme. The internal audit programme is agreed by the Fire Authority.

During this past year a total of 9 internal audits have been conducted, focused against the Service's business planning framework, concentrated on the subject areas below:

- Equality, Diversity and Inclusion
- Productivity of the Shift System Part 1
- Productivity of the Shift System Part 2
- Enforcement
- National Operational Guidance
- Grievance Arrangements
- Data Quality Risk Information
- Out of Hours Arrangements
- Key Financial Controls
- Follow up review of audit recommendations

## 10.3 FREEDOM OF INFORMATION

The Freedom of Information Act 2000 provides access to information held by public authorities.

It does this in two ways:

- public authorities are obliged to publish certain information about their activities; and
- members of the public are entitled to request information from public authorities.

### Summary of freedom of information applications

Number of Requests	69
Number Processed Within Statutory Deadline	69
Number Requiring Extended Deadline	1
Information Granted in Full	64
Information Refused in Full	1
Information Accessible Elsewhere	2
Information Partly Refused	2
Number of Requests Referred for Internal Review	2

\*please note that some requests contain more than one part therefore, the above figures may add up to more than the total number of FOIs

All FOI requests are available to view on the 'Access to Information' area of the Service website here.

[www.humbersidefire.gov.uk/about-us/access-to-information/freedom-of-information](http://www.humbersidefire.gov.uk/about-us/access-to-information/freedom-of-information)

## 10.4 SUBJECT ACCESS REQUESTS (SAR)

The Data Protection Act 2018 allows for right of access to review and verify the lawfulness of the processing of your own personal data. A request can therefore be made to an organisation you believe may be holding, using, or distributing your personal data to provide you with copies.

Summary of SAR requests	Requests received	Responded to within timescale
Total number of SARs received	9	9
Total number of exemptions (eg. Police, HMRC)	6	6

## 10.5 DATA PROTECTION

The Data Protection Act 2018 and UK General Data Protection Regulations (UK GDPR) place responsibilities on all organisations who control and process information about people to do so in a way that protects the rights and freedoms of those individuals. The Service has access to a large amount of personal data, not only that of our employees, but also information about members of the public with whom we come into contact.

The Service takes these data protection responsibilities seriously and makes every effort to ensure technical and organisational measures are taken to protect the information about individuals.

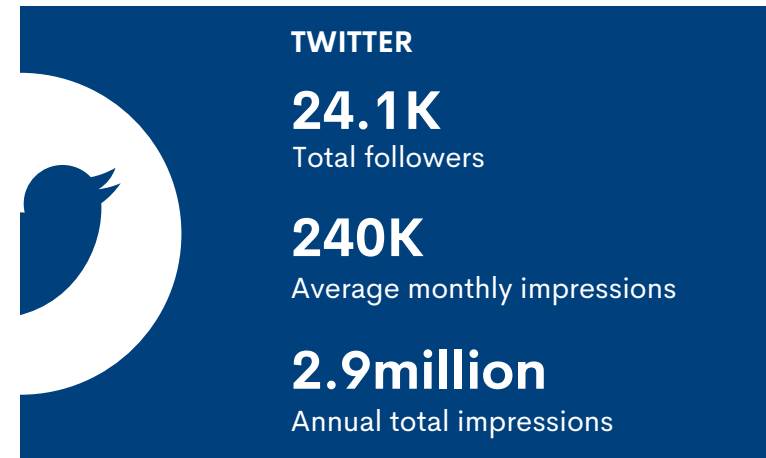
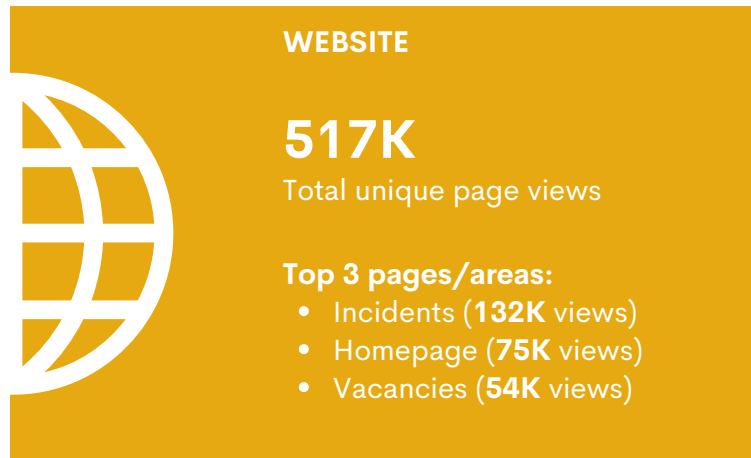
The rights of individuals outlined in the UK GDPR includes the Right to be Informed. To comply with this regulation, the Service publish a number of Privacy Notices which describe, for a particular activity, what personal information we have and how we use that information.

The regulations also provide individuals with the right to ask the Service to provide a copy of all the personal data about them which the Service holds. This is known as a Subject Access Request (SAR). In the last year, the Service has received and complied with four such requests, all within the specified one month timescale for response.

From time to time events take place which mean information may not have been managed in full compliance with the legislation. When this occurs, it is called a Personal Data Breach. In 2020/21 seven incidents were reported to the Service. Each was investigated and actions put in place to prevent further occurrences. Of the seven breaches reported, investigations found that only two did constitute a breach, two were unconfirmed and in three instances, no breach had occurred. None of the breaches met the criteria requiring the incident to be reported to the Information Commissioners Office.

## 10.6 COMMUNICATIONS

The Service uses a range of communication methods to engage with local communities. The diversity in approaches, using different digital communication tools, enables the Service to provide information in suitable and accessible formats, to meet with individual and collective requirements.



*\*Reach is the total number of people who see your content. Impressions are the number of times your content is displayed, no matter if it was clicked or not. Think of reach as the number of unique people who see your content.*



## 11. BENCHMARKING

The Ministry of Housing, Communities and Local Government (MHCLG) produces annual Fire Statistics for English Fire and Rescue Services, in the form of a Fire Statistics Monitor. We use this data to provide an indicator of our performance trends measured against the national average. Whilst national benchmarking data is always of interest, it is difficult to measure like for like in terms of what is being measured, therefore, such data is only used for an indication of where we are compared to other Fire and Rescue Services.

**Please Note: National statistics have not been updated and provided for 2021/22. This data is expected during autumn 2022 and will be published as an additional appendix to the Annual Performance Report.**

## 12. HOW CAN YOU MONITOR OUR PERFORMANCE?

We report our performance to Humberside Fire Authority for scrutiny on a bi-annual basis, this includes the Annual Performance Report. The 'Bi-Annual Performance and Risk Reports' are published, with any other non-exempt Humberside Fire Authority meeting papers, on our website.

# 13. GLOSSARY

<b>ADF</b>	Accidental Dwelling Fire.	<b>NFCC</b>	National Fire Chief's Council – is the professional voice of the UK fire and rescue service.
<b>Co / First Responder</b>	A firefighter trained in emergency medical care who responds to medical emergencies in a bespoke vehicle.	<b>Open Data Set</b>	Data that is openly accessible and can be freely used.
<b>Falls Team / Hull First</b>	An early response falls pick up team provided by competent firefighters in Hull.	<b>PPE</b>	Personal Protective Equipment.
<b>FOI</b>	Freedom of Information.	<b>Property / Primary Fire</b>	A fire involving property of high value or life risk i.e. dwelling, building or car.
<b>GDPR</b>	General Data Protection Regulation.	<b>SAR</b>	Subject Access Request.
<b>HFRS</b>	Humberside Fire and Rescue Service.	<b>Small / Secondary Fire</b>	A fire involving property of lesser value i.e. wheelie bin, rubbish or tree.
<b>HMICFRS</b>	Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services.	<b>Social Segmentation</b>	Social, cultural, economic or lifestyle traits which can be determined by location, education, age and sex.
<b>HR</b>	Human Resources.	<b>Special Service</b>	Non-fire incident i.e. Lift Rescue, Road Traffic Collision or Water Rescue.
<b>HRSP</b>	HR Service Provider – provides dedicated HR support for Districts and teams within Humberside Fire and Rescue Service.	<b>SPI</b>	Strategic Performance Indicators.
<b>HSE</b>	Health and Safety Executive.	<b>TRV</b>	Tactical Response Vehicle. Smaller than a standard fire engine and crewed by two firefighters which can achieve a quicker response to specific incidents thus preventing a situation from escalating.
<b>ICT</b>	Information and Communication Technology.	<b>What3 Words</b>	A system that is designed to identify any location with a resolution of about 3 metres (9.8 ft).
<b>IRMP</b>	Integrated Risk Management Plan – identifies and assesses all foreseeable fire and rescue related risks and sets out how we plan to mitigate them.		
<b>IRS</b>	Incident Recording System.		
<b>MHCLG</b>	Ministry of Housing, Communities and Local Government.		
<b>Near Miss</b>	An event not causing harm, but has the potential to cause injury or ill health.		

# 14.

## CONTACT DETAILS

### ONLINE:

[www.humbersidefire.gov.uk](http://www.humbersidefire.gov.uk)

### EMAIL US AT:

[consultation@humbersidefire.gov.uk](mailto:consultation@humbersidefire.gov.uk)



[www.twitter.com/humbersidefire](https://www.twitter.com/humbersidefire)



[www.facebook.com/humbersidefireandrescue](https://www.facebook.com/humbersidefireandrescue)



[www.instagram.com/humbersidefire](https://www.instagram.com/humbersidefire)



[www.linkedin.com/company/humbersidefire-rescue-service](https://www.linkedin.com/company/humbersidefire-rescue-service)



[www.youtube.com/user/HumbersideFRS](https://www.youtube.com/user/HumbersideFRS)

### POSTAL ADDRESS

#### Service Headquarters

Summergroves Way  
Kingston upon Hull  
HU4 7BB

Tel: 01482 565333

### FREEDOM OF INFORMATION (FOI)

If you cannot find the information you require on our website, please email [foi@humbersidefire.gov.uk](mailto:foi@humbersidefire.gov.uk) or write to the address below. The Freedom of Information Act 2000 gives 'general right of access' to information held by public authorities.

#### Head of Corporate Assurance

Humberside Fire and Rescue Service, Summergroves Way  
Kingston Upon Hull  
HU4 7BB

### SAFETY ENQUIRIES

All safety enquiries should be made in the first instance to the Public Safety Centre Email: [publicsafetycentre@humbersidefire.gov.uk](mailto:publicsafetycentre@humbersidefire.gov.uk) or by calling 0300 303 8242.

## COMPLAINTS PROCEDURE

Any complaints against the Service or the services we provide can be made it writing to:

**The Complaints Manager, Corporate Assurance**

Service Headquarters Summergroves Way  
Kingston Upon Hull  
HU4 7BB

By email to **complaints@humbersidefire.gov.uk** or by telephone on (01482) 565333 and asking for the Complaints Manager.

## LOCAL GOVERNMENT OMBUDSMAN

We endeavour to deal with all our complaints in a satisfactory manner, however, where this is not achieved you should seek independent advice or contact:

**The Local Government Ombudsman**

Beverley House, 17 Shipton Road  
York  
YO30 5FZ  
Tel: 01904 380200

## DATA PROTECTION PROCEDURES

To discuss a data protection issue, submit a Subject Access Request or report a Personal Data Breach, write to:

**Information Governance Officer**

Service Headquarters, Summergroves Way  
Kingston Upon  
Hull  
HU4 7BB

By email to **dataprotection@humbersidefire.gov.uk** or by telephone on (01482) 565333 and asking for the Information Governance Officer.

# 15.

## OTHER DOCUMENTS

We provide links to other relevant planning documents via our website at: [www.humbersidefire.gov.uk](http://www.humbersidefire.gov.uk).

Alternatively, we welcome requests via any of the contact details provided in the previous section. You may be interested in the following documents that relate to this Annual Performance Report:

- Occupational Health and Wellbeing Bi-Annual Report
- Strategic Plan
- Community Risk Management Plan (formally named the Integrated Risk Management Plan)
- Medium Term Financial Plan

We welcome your questions regarding our performance; contact details are provided in section 14 of this Report.

## **Humberside Fire and Rescue Service**

Service Headquarters  
Summergroves Way  
Kingston upon Hull  
HU4 7BB

**Tel: 01482 565333**

[www.humbersidefire.gov.uk](http://www.humbersidefire.gov.uk)

Follow us



Front cover photo by R&R Photography

## OCCUPATIONAL HEALTH AND WELLBEING REPORT OCTOBER 2021 - MARCH 2022

### SUMMARY

1. Humberside Fire Authority (HFA) publishes a bi-annual Occupational Health and Wellbeing Report detailing what performance, projects and feedback has been received on the service between October 2021 and March 2022.

### RECOMMENDATIONS

2. That Members note the content of the report and take assurance from the Service's approach supporting our staff through the Occupational Health and Wellbeing team.

### REPORT DETAIL

3. The bi-annual Occupational Health and Wellbeing Report provides a detailed overview of the work undertaken within the Occupational Health and Wellbeing team over the 6-month period from October 2021 to March 2022.
4. Key projects include:
  - Expansion of Critical Incident Stress Management (CISM)
  - Healthy Workplace Awards
  - HFRS First Wellbeing Dog
  - Health and Wellbeing Awareness Pilot Training
  - Mind Blue Light Together Programme
  - Time to Thrive
  - Emergency First Responder Peer Support Groups
  - 'Decon'

### STRATEGIC PLAN COMPATIBILITY

5. Effective management of sickness absence and employee wellbeing is a key enabler towards achieving all of our Strategic Objectives.

### FINANCIAL/RESOURCES/VALUE FOR MONEY IMPLICATIONS

6. Putting initiatives in place to support our staff, is essential in the effective management of our financial resources, ensuring value for money for local communities.

### 7. LEGAL IMPLICATIONS

None directly arising.

### 8. EQUALITY IMPACT ANALYSIS /HR IMPLICATIONS

The development of projects and monitoring of performance within the Occupational Health and Wellbeing team ensures we support the individual needs of all our staff.

9. **CORPORATE RISK MANAGEMENT IMPLICATIONS**

The lack of an effective Occupational Health and Wellbeing service can present significant corporate risks to our staff in relation to increases in absence figures and employee engagement if we do not support them effectively. The progress made in this report presents mitigation to that risk.

10. **HEALTH AND SAFETY IMPLICATIONS**

None directly arising.

11. **COMMUNICATION ACTIONS ARISING**

The report will be communicated and explained widely across the workforce through our internal Siren bulletin.

12. **DETAILS OF CONSULTATION**

The report does not require any consultation.

13. **BACKGROUND PAPERS AVAILABLE FOR ACCESS**

Occupational Health and Wellbeing Report (attached).

**RECOMMENDATIONS RESTATED**

14. That Members note the content of the report and take assurance from the Service's approach supporting our staff through the Occupational Health and Wellbeing team.

**CHRISTINE COOPER**

Officer Contact: Christine Cooper ☎ 01482 567454  
Executive Director of Human Resources

Humberside Fire & Rescue Service  
Summergroves Way  
Kingston upon Hull

24 June 2022



# OCCUPATIONAL HEALTH AND WELLBEING REPORT

Christine Cooper  
Executive Director of People and Development

Humberside Fire and Rescue Service  
Summergroves Way  
Hull  
HU4 7BB

☎ 01482 567479

BI-ANNUAL | OCTOBER 2021 – MARCH 2022



**HUMBERSIDE**  
Fire & Rescue Service





# CONTENTS

		Page
1	SUMMARY	3
2	PERFORMANCE	4
3	PROJECTS	5
4	CLIENT SATISFACTION/EVALUATION AND FEEDBACK	10
6	RECOMMENDATION	12

# 1.

## SUMMARY



In February 2022 the Occupational Health and Wellbeing (OH & WB) function reverted to the People & Development Directorate.

During the past six months the Occupational Health and Wellbeing Team has continued to develop the new OPAS G2 system. Staffing challenges continued due to the long term sickness of three staff, and, whilst two staff members returned to full duties in January 2022, we have since had a further member of the team on long term sickness. We have now recruited two new part-time staff members, a fitness manager and a health technician.

I am delighted to report that in December 2021 the Occupational Health and Wellbeing Team won team of the year at the National Excellence in Fire Awards for all their support to staff during COVID-19, developing wellbeing policies and delivering improvements. In addition to this, in January 2022, the organisation achieved the Bronze Award in the Healthy Workplace Scheme in partnership with North Lincolnshire Public Health Team.

The month of March has been incredibly busy for the team as the routine bi-annual fitness testing takes place for all operational staff. In addition, the team have accommodated all the fitness testing and medicals for the new On-Call and Full-Time firefighters. The Fitness Managers also supported the NFST process throughout February.

## 2. PERFORMANCE

The table below gives figures for the main Occupational Health activity with comparisons from the bi-annual report (April – September 2021).

ACTIVITY	APRIL – SEPTEMBER 2021	OCTOBER 2021 – MARCH 2022
Management Referrals	78*	92
Self-Referrals	39*	16
Discharges	12	33
Open Cases	40	58
IHER (Ill Health Early Retirement)	2	1
CISM Defusing/Debriefing (Critical Incident Stress Management)	18*	8
Physio Referrals	12	24
Counselling Referrals	1	2
CIC Contacts	52*	26
DNA (Did Not Attend)	11*	19
Health Surveillance	-	73
Fitness Tests	-**	503 (Return to work fitness test 14)

*\*Q1 and partial Q2 data due to limited performance available for Q2.*

*\*\*Fitness testing across the Service was carried out in September, with a 98% pass rate.*

### EMPLOYEE SATISFACTION SURVEYS = scores of excellent across the board

- "Occupational Health have been a massive source of help and support for me over the years and I am certain that I wouldn't be in the positive place that I am now without that. Thank you."
- "My experience and care throughout was exceptional, with a particular mention to Louise who was so supportive and professional from the start of my involvement with Occ Health to the point of discharge."

## 3. PROJECTS

For the purpose of this report the projects have been categorised as general health and wellbeing work, services and resources, which apply to all personnel in the Service, and more specialist health and wellbeing work, as the team continuously develop services to target particular staff groups identified as requiring additional wellbeing support. The 'projects' listed below are over and above our standard 'business as usual' work, which includes all our Occupational Health appointments, doctors' clinics, fitness testing and health surveillance work.

### 3.1 GENERIC H&WB

#### 3.1.1 CRITICAL INCIDENT STRESS MANAGEMENT (CISM)

The Critical Incident Stress Management (CISM) Policy went live in September 2020 following the defusing and debriefing training delivered by Professor Steve Regal, an expert in the field. It has been updated twice since it was first published as we have grown and learnt from the process. We began collecting feedback after every session in April 2021, since then we have conducted 13 meetings, reaching 108 individual staff members. The feedback has always been overwhelmingly positive. In November 2021 we experienced our first large critical incident which required four separate debriefing meetings. Following feedback from one of those meetings we made a number of changes to the CISM process, including the form that Control complete and increasing the number of CISM coordinators from two to four. The CISM team is group of 14 diverse staff from across the organisation who are trained as Peer Supporters, unfortunately, due to a number of reasons, some of the team have become unavailable for long periods of time leaving the rest of the team stretched and relying too heavily on a smaller number of the team to respond to incidents. We are therefore running a further four day course in May 2022 to train a further 12 staff to become peer supporters; the training is again being led by Professor Regal, a clinical expert in post trauma care. We have also introduced a Code of Practice for Peer Supporters.

#### 3.1.2 HEALTHY WORKPLACE AWARDS

HFRS signed up for the Bronze entry level, supported by North Lincolnshire Public Health. This has included appointing three workplace coordinators and training 21 staff to become 'health champions'. We achieved the Bronze level in January 2021 and have now commenced the work required to meet the criteria for Silver level.





### 3.1.3 HFRS FIRST WELLBEING DOG

In November 2021, Freddie the cocker spaniel underwent the national Oscar Kilo 9 assessment for becoming an emergency service wellbeing and trauma support dog. Freddie is the pet dog of HFRS' Head of Occupational Health and Wellbeing who is Freddie's handler. Freddie can attend any staff wellbeing support meetings and attend CISM meetings with his handler following the required risk assessment. To date, Freddie has attended one CISM meeting, one emergency responder meeting, had an afternoon in Control as well as attending the children's charity Christmas party held at Clough Road.

## 3.2 SPECIALIST PROJECTS

### 3.2.1 HEALTH AND WELLBEING AWARENESS PILOT TRAINING

Following the completion of Personal Development Reviews (PDR) in 2019, approximately 50 staff across the organisation identified a need for wellbeing awareness to help support a culture of openness, and one where staff can thrive and feel supported. As the requests were very generic around both physical and psychological wellbeing it was decided to develop some 'in-house' training to make it bespoke to HFRS. During the summer of 2021, the OH & WB team put together two half day training sessions, one on physical health, the other on mental health.

Topics covered in the two half days included:

- Healthy Heart/Cardiovascular Disease
- Cancer Awareness
- Menopause
- Stress
- Common Mental Health Disorders
- Suicide Awareness/Prevention

The 6 month pilot included delivering the training at locations across HFRS. Various locations were booked and advertised to deliver both sessions; in total there were 14 dates for staff to choose from to attend either session.

Unfortunately, out of the 14 dates on offer, we had to cancel seven of them due to low numbers booking on the course.



In total 96 staff initially booked on one of the courses of which:

- 50 staff attended
- 14 non attenders
- 32 withdrew

Of the six courses we did deliver, a total of 27 staff attended the physical wellbeing course and a total of 23 staff attended the psychological wellbeing course. The feedback was overwhelmingly positive with 100% of staff either strongly agreeing or agreeing that following the training:

- They felt better equipped to look after their own health and wellbeing
- They felt better equipped to support staff health and wellbeing
- The course was pitched at the right level
- They knew where to go to seek further information.
- Work is currently being planned to introduce mental health awareness as mandatory for middle managers and above and we are working in partnership with MIND to deliver this.

### 3.2.2 MIND BLUE LIGHT TOGETHER PROGRAMME

Sponsored by The Royal Foundation, this is a collective movement focussing solely on mental health wellbeing for emergency workers, allowing a flexible approach to reflect individual services. HFRS have recently signed the MIND Blue Light Together commitment, which means we have agreed to meet the six core standards for Mental Health at Work, these are:

- Prioritise mental health in the workplace by developing and delivering a systematic programme of activity
- Proactively ensure work design and organisational culture drive positive mental health outcomes
- Increase organisational confidence and capability
- Provide mental health tools and support
- Promote an open culture around mental health
- Promote transparency by internal and external reporting on mental health

A gap analysis is being carried out on the standards above; a Case Study is due to be submitted by May 2022 and a mental health action plan by October 2022.

### 3.2.3 PARAMEDIC STUDENTS WORK EXPERIENCE

In February 2022, HFRS teamed up with the University of Hull to offer 3rd year paramedic students a work experience placement in the Fire Service. This was the first time this had been done and was a huge success, gaining national interest. HFRS hopes to be able to continue to offer themselves as a placement option for paramedic students.

### 3.2.4 TIME TO THRIVE

In recognition of the unique role and type of incidents our Fire Investigators and NILO officers are exposed to, six sessions of Reflective Group Practice have been commissioned from Time to Thrive (Clinical Psychologists) to create psychological safety for these two groups of staff. Feedback to date has been extremely positive.

### 3.2.5 EMERGENCY FIRST RESPONDERS

HFRS works in partnership with YAS and EMAS to provide Emergency Responder support. These staff often work alone in the response cars and are frequently exposed to challenging and traumatic events, often in private homes with family around, and no 'crew' to defuse with post incident. A separate peer support group has been established for Emergency Responders, facilitated by the Head of Occupational Health and Wellbeing.

### 3.2.6 CLINICS

We have continued to offer a basic health check to all staff who returned a positive COVID test, which includes blood pressure, general health screening, O<sub>2</sub> levels and, for operational staff, a lung function test where this was indicated.





### 3.2.7 'DECON' PROJECT

The FBU approached a world specialist in fire toxicology to carry out the UK's first major study into cancer and fire contaminants so that we can make sure our firefighters get better protection. The report found that UK firefighters are four times more likely to get cancer in their working life. The report recommends a number of actions which HFRS are already practicing through the work of the Health and Safety Department.

**Further recommendations include:**

- Health screening for any staff who have, or have previously had, regular exposure to fire effluent.
- Routine lung function screening should be provided for personnel who are regularly exposed to smoke, such as training instructors or personnel working within live fire training facilities.
- Training on the potential long-term health effects of exposure to fire debris and fire effluent should also be provided to all personnel on a regular basis.
- Annual health screening and evaluation is essential, as early detection is the key to survival. It is important that firefighters get an annual physical check and make sure their healthcare provider is informed of their increased cancer risks.

OH & WB Team recognises the importance of this research and the potential impact on staff and are therefore proposing to offer as good practice, increased opportunities to have an annual health check via OH & WB. This will allow personnel an opportunity to discuss any concerns, with a view to raising cancer awareness and providing a platform for further discussion on the topics raised in the Decon Project. It will also encourage the recording of relevant health information on individual OH & WB records and any signposting as appropriate.

## 4.

# EVALUATION AND FEEDBACK



The Occupational Health & Wellbeing team have begun to collect service user feedback surveys on several of our services, these include:

- Occupational Health Service
- CISM Team
- Emergency Responder Wellbeing Peer Group

## 4.1 OCCUPATIONAL HEALTH SERVICE

Employee satisfaction survey following contact with the Occupational Health service = 100% totally satisfied.

### Example Comments

- "Louise was fantastic, even at the very beginning, she took the time to speak with my child, who was upset because I was crying. That for me is priceless. Over this whole journey, I have felt nothing but supported from Louise, and knowing she had my best interest at heart. It's a very comforting feeling knowing that it remains confidential which doesn't always happen within the Service, but I can not fault anything."
- "Massive thank you Louise, you have made this journey easier than I thought. I really appreciate what you have done for me and taking the time. Thank you"





## 4.2 CISM TEAM

94% of attendees agreed/strongly agreed they were glad they had attended, and 89% of attendees found it extremely helpful and supportive.

### Example Comments

- Knowing what I was feeling was normal
- Getting closure on the incident
- Not being judged
- Opening up in front of the Watch
- Being listened to
- Great service

## 4.3 EMERGENCY RESPONDER WELLBEING PEER GROUP

This group has now met three times, facilitated by the Head of Occupational Health and Wellbeing. 100% of attendees feel the meetings are helpful and supportive, feedback includes:

### Example Comments

- Knowing others have the same feelings as me
- Being able to speak to peers in a supportive environment
- Sharing incidents and feelings
- Knowing what's normal

## 6.

# RECOMMENDATION

That Members take assurance from the Service's proactive approach to Performance Management and reporting.

## WORKFORCE PLAN

### SUMMARY

1. In March 2022 the HFRS Workforce Plan was updated reflecting current staffing levels and the retirement profile. It also reflects how HFRS meet its obligations under the IRMP and optimises the use of the 24-hour shift system.
2. This Workforce Plan lays out the detail of the Service's position as at 31 March 2022 in relation to the Establishment, our vacancies and recruitment plan with consideration for the potential retirement and subsequent resulting recruitment. The document is designed to be a "working document" to enable continual evolution as the Service progresses.

### RECOMMENDATIONS

3. Members are requested to approve the Workforce Plan 2022 – 2025.

### REPORT DETAIL

4. A Workforce Planning meeting is held every quarter attended by all Heads of Function to review our vacancies, retirement profile and detailed staffing position as well as local planned and unplanned attrition rates.
5. The Tactical Leadership Team (TLT) meets on a monthly basis and, if necessary, will consider workforce planning matters which are occurring dynamically and ensure timely response to addressing shortfalls and redistributing resources.
6. The Transfers and Postings meeting also meets monthly to consider and implement movements around the Service in accordance with service delivery needs. Again, this forum can respond dynamically to any emerging needs and potential shortfalls in staffing.
7. All information is triangulated with station and section profiles, the retirement profile and financial budgeting information.
8. Progress and actions from 1 April 2021 to 31 March 2022 includes:
  - A transfer/intake of 20 On-Call Firefighters to the Full-Time establishment.
  - An intake of 15 new Probationer Firefighters via external recruitment which included 5 female recruits; due to be posted to station in August 2022.
  - Implementation of a positive attraction initiative to collect electronic expressions of interest enabling HFRS to target applications from all under-represented groups.
  - Implementation of a positive attraction programme (Rookie Reds) to equip female applicants to undertake the selection process with more confidence.
  - Use of the expressions of interest data to target individuals regarding the option to apply to become an On-Call Firefighter in rural areas where it is more geographically challenging to recruit in accordance with the 5-minute response time.

- Talent Pipeline processes are well established and provide a steady supply of individuals ready for promotion to Group Manager, Station Manager, Watch Manager and Crew Manager
- Transfers and Postings group meets every month to review vacancies, areas where additional cover is required, implement transfer applications where appropriate and implement promotions to backfill vacancies.
- Promotion and recruitment cycles are planned throughout the year to align with retirement profiles and actual leavers to better anticipate skills and capacity gaps.
- All operational roles are advertised internally and externally to allow for improved diversity balance and the intake of fresh talent.
- All roles are advertised through the Asian Fire Service Association (AFSA) and Women in the Fire Service (WFS) to encourage applications from under-represented groups.

## **STRATEGIC PLAN COMPATIBILITY**

9. The Workforce Plan better enables the Service to have the accurate information to meet all its strategic objectives and further supports the embedding of the Code of Ethics.

## **FINANCIAL/RESOURCES/VALUE FOR MONEY IMPLICATIONS**

10. The effective establishment control and detailed understanding of our biggest asset; our workforce, is essential in the effective management of our financial resources, ensuring value for money for local communities.

## **LEGAL IMPLICATIONS**

11. Effective workforce planning gives a better understanding of the workforce position, which better enables the Service to manage its legal obligations; in this context, with particular regard to our Public Sector Equality Duty and employment legislation. We will also be better equipped to ensure we meet our statutory obligations and CRMP to the communities we serve in providing a safe and effective Fire and Rescue Service.

## **EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS**

12. The development and regular reviews of the Workforce Plan has given us a more detailed understanding of the make-up of our workforce, it enables us to have greater focus on ensuring that our organisation is broadly representative of all the communities we serve.

## **CORPORATE RISK MANAGEMENT IMPLICATIONS**

13. The lack of effective workforce planning can present significant corporate risks if we do not have the right staff in the right place with the right skills at the right time. The development of this Plan presents mitigation to that risk.

## **HEALTH AND SAFETY IMPLICATIONS**

14. None arising directly.

## **COMMUNICATION ACTIONS ARISING**

15. The Plan will be communicated and explained widely across the Workforce and will be published on the Service's website.

## **DETAILS OF CONSULTATION AND/OR COLLABORATION**

16. The Plan has been developed with collaboration across the Service. Formal consultation is not necessary.

## **BACKGROUND PAPERS AVAILABLE FOR ACCESS**

17. Humberside Fire Authority Paper - Workforce Plan – June 2022.

## **RECOMMENDATIONS RESTATED**

18. Members are requested to approve the Workforce Plan 2022 – 2025.

**CHRISTINE COOPER**

Officer Contact: Christine Cooper ☎ 01482 567454  
Executive Director of Human Resources

Humberside Fire & Rescue Service  
Summergroves Way  
Kingston upon Hull

CC  
10 June 2022







# **HUMBERSIDE**

## **Fire & Rescue Service**

### **WORKFORCE PLAN**

### **2022-2025**

## **INTRODUCTION**

To achieve our priorities and aims we need to manage, plan and develop our workforce effectively. Under our 'Value Our People' strategic objectives, we are clear that we should plan for all workforce issues. This workforce plan forms part of our approach in doing so.

We recognise our responsibility for keeping communities in the Humber area safe, keeping our firefighters safe, and contributing to the firefighting and rescue capabilities of the United Kingdom. This workforce plan is supported and underpinned by local plans that are developed with local line managers and driven by Heads of Service in their respective areas. We continue to develop our vision of *"Safer Communities, Safer Firefighters"*.

Our Strategic Plan 2021-2024 ([link](#)) is clear on our priorities, i.e. 'what we want to achieve'. These priorities are that through everything we do, we want to inspire community confidence and prevent the loss of life, injuries and impact on communities caused by emergency incidents.

Our strategic aims 'what we need to do well' are to:

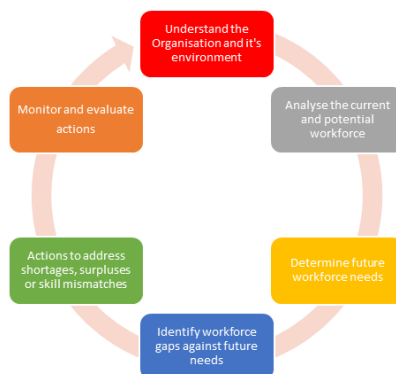
- Help the community to be safe at home, at work or in public places.
- Advise businesses on their fire safety responsibilities and enforce when needed.
- Safeguard the vulnerable.
- Have the capability to respond to any risk in the area.
- Work seamlessly with other emergency responders.
- Have the capacity to handle emergency calls and arrive on scene quickly.

Our Community Risk Management Plan (CRMP) 2021/24 ([link](#)) identifies how our analysis and reduction informs our planning and decision making to help us determine how we allocate our resources and support, across our four Districts. Our service delivery areas are aligned to the political boundaries of the four Unitary Authorities that combine to form our Fire Authority. The East Riding of Yorkshire and Kingston upon Hull make up the northern service delivery area, whilst North Lincolnshire and North-East Lincolnshire constitute the southern service delivery area. Each District management team works closely with the partner organisations and local partnerships/forums within its area, enabling our resources to be more effectively and efficiently targeted into.

## **WHAT IS WORKFORCE PLANNING?**

According to the CIPD, workforce planning is a process of analysing the current workforce, determining future workforce needs, identifying the gap between the present and the future, and implementing solutions so that an organisation can accomplish its mission, goals and strategic plan. It's about getting the right number of people with the right skills, employed in the right place, at the right time, at the right cost and on the right contract to deliver an organisation's short and long-term objectives.

A key aim of HFRS's workforce plan, business continuity and resilience planning is to ensure plans are in place for sustainable, fit for purpose, effective leadership and that workforce capacity and capabilities are able to deliver the Service's Strategic Plan.



Ref: CIPD – Workforce Planning Factsheet 5 June 2020

## **ORGANISATIONAL OVERVIEW**

Humberside Fire Authority covers the four Unitary Authority areas of Kingston upon Hull, the East Riding of Yorkshire, North Lincolnshire and North-East Lincolnshire. The area has a total population of approximately 925,000 and covers a geographical area of 1,358 square miles.

We have 31 Fire Stations, 12 are crewed by Full-Time firefighters and 19 by On-Call firefighters. 3 of the Full-Time stations have mixed crewing of both Full-Time and On-Call firefighters.

This workforce plan will be updated periodically according to service need, establishment data and the retirement profile.

## **ANALYSING THE WORKFORCE**

The following definitions should be referred to when considering the figures provided in this report:

‘**Establishment**’ means posts which are funded

‘**Strength**’ means number of staff employed

‘**Vacancy**’ means funded post which is not filled

‘**Supernumerary**’ means over and above agreed established posts

The agreed establishment numbers and the current establishment structure for the Service are detailed in Appendices A, B and C attached. These figures are correct as at 1 April 2022, bearing in mind that this information is dynamic and subject to change. The agreed funded figure includes external secondments and funded services, for example the Falls Team.

	<b>AGREED ESTABLISHMENT</b>	<b>CURRENT STRENGTH (number of staff employed)</b>
Full Time Operational Staff	450	428
On-Call Operational Staff	340*	337
Support Staff	239	221
Control Room Staff	30	32
Falls Team	8	8
Resilience Crew	Under review	6
<b>Total</b>	<b>1067</b>	<b>1032</b>

\*see On-Call crewing section below

A further breakdown of staff in each work area is provided in Appendix A and B.

### **Full-Time Operational Staff**

Full-Time Operational roles range from Firefighter through to Chief Fire Officer. Firefighter to Group Manager Roles are employed on Grey book Terms and Conditions and have the option to join the Firefighter Pension Scheme: they work an average of 42 hours per week. Roles at Area Manager to Chief Fire Officer roles are employed on Gold Book Terms and Conditions and can also join the Firefighters Pension Scheme. Firefighter, Crew Manager and Watch Manager roles are predominantly based at fire Stations, however a number of day-based Watch Manager positions exist in support departments. Station Manager and Group Manager roles are middle management positions responsible for managing groups of fire stations or running and leading support departments.

The CRMP identifies our optimum crewing availability model for fire stations which is informed and managed against Service intervention standards which are: 100% Full-Time, 95% On-Call (first fire engine) and 80% On-Call (second fire engine). In order to achieve the 100% Full-Time availability, we have determined that we need 40 Watch Managers, 60 Crew Managers and 268 Firefighters spread across four shifts, this equates to 92 personnel per shift, with a minimum crewing level of 67 (after leave, courses etc.) in line with our Locally Determined Shift system.

Worst case scenario planning and the CRMP inform our Incident Command requirements which are regularly reviewed and were last approved by the HFA in March 2021. Incident Command requirements determine that we need 8 Flexible Day Duty Watch Managers, 8 42 hour Day Based Station Managers, 16 Flexible Duty System Station Managers, 8 Flexible Duty System Group Managers, 3 Gold Book Area Managers and 3 Gold Book Principal Officers at Assistant, Deputy and Chief Fire Officer roles.

In addition, we have 36 Operational roles at Crew and Watch Manager Levels aligned to support departments across the Service in sections such as Training, Organisational Development, Health & Safety and Emergency Preparedness.

Current Full-Time staff levels are detailed at Appendix A.

#### On-Call Operational Staff

On-Call stations are crewed by staff who provide emergency cover on an On-Call basis and generally have primary employment in addition to their Fire and Rescue Service role. We currently have On-Call staff at Firefighter, Crew Manager and Watch Manager levels with all roles based at On-Call Stations. On-Call Staff are subject to Grey Book Terms and Conditions and have the option to join the Firefighters Pension Scheme.

The CRMP identifies our optimum crewing availability model for fire stations which is informed and managed against Service intervention standards which are: 100% Full-Time, 95% On-Call (First Fire Engine) and 80% On-Call (Second Fire Engine. To achieve 95% and 80% availability (first and second pump respectively) we require staff to provide various levels of cover per week depending on their circumstances and availability as well as a requirement to live or work within 5 minutes travelling distance from the fire station. Contracts are banded by overall hours per week and specified hours where cover must be provided within specific periods. A variety of contracts are available to suit the needs of individuals and the Service to provide sufficient emergency cover at each station.

The following core hours bands are available:

- 100+ core hours band with 70 hours specified
- 85 core hours band with 60 hours specified
- 70 core hours band with 50 hours specified

The core hour bands are then broken down further by contract efficiency and designated as either A, B, C or Prime; with Prime contracts being the most efficient (based upon the need at each particular station), for the actual figure for On-Call staff is 340; which is a flexible and fluid figure to accommodate the needs of the individuals and the Service as identified above. Our headcount for On-Call currently is 337 including 93 full-time operational staff undertaking dual contract arrangements. Nine Support Staff and 2 Control Staff also have On-Call contracts. Our current, maximum On-Call establishment is 424, which is based on our traditional approach to calculating On-Call establishment which is 15 personnel on a one pump station and 28 personnel on a two-pump station. However, the way HFRS manages its contracts with On-Call staff is dependent upon the blend of availability profiles at each station.

Current On-Call Crewing levels are detailed at Appendix C.

#### Support Staff

Support staff roles operate on Green Book Terms and Conditions, they have an option to join the Local Government Pension Scheme and work 37 hours a week (full time), predominantly Monday to Friday. They have representation across all Support departments, ranging from junior administration roles right through to Executive Director roles and are mainly based at Service Headquarters.

#### Control Room Staff

Control Room roles range from Firefighter Control to Station Manager Control and are all based within our Control Room function at Service Headquarters. These roles are subject to Grey Book Terms and Conditions, they work on average a 42 hour week and have the option to join the Local Government Pension Scheme. Other than the Station Manager Control role and a small number of support roles, the majority of staff follow a 2 day, 2 night, 4 off shift pattern.

Our Control function is part of the East Coast and Hertfordshire Control Room Consortium which provides a high level of resilience and fall-back arrangements for this critical function levels. Staffing levels have been determined by the Service and are aligned with the wider provision across the consortium based on Service size and risk.

#### Falls Team

This team is currently staffed by 2 Firefighters and a number of Public Safety Advocates who provide both day and night-time cover, based on an additional responsibility allowance (in addition to their normal wholetime contracts). There are currently 8 FTE posts funded by City Health Care Partnership, who are commissioned by NHS Hull Clinical Commission Group (CCG) to provide a falls service in Hull. The CCG have recently funded this service for a further year however, funding is expected to continue for a further 5 years. Should the Falls Team cease to exist, those Firefighters will return to normal deployment within the Service and the additional responsibility allowances will be discontinued for the Public Safety Advocates.

#### Fire Resilience Crew

The current number of Reserve Fire Crew staff is 6 as at the beginning of April 2022. This level of cover, including training and competency, is currently being reviewed and addressed to ensure it is fit for purpose in the short to medium term. Further recruitment is on-going and a programme of quarterly engagement is being developed to ensure refreshing and retention of skills.

### **EQUALITY INFORMATION**

#### Gender

Our workforce profile as at 1 April 2022, shows a gender split of 73.65% male, 23.28% female, and 3.07% preferring not to say, across the whole workforce; with a split of 89.95% male, 7.48% female, and 2.57% preferring not to say for Grey book staff. The workforce is predominantly white. We remain broadly proportionate to the communities we serve with regard to BAME staff employed in the Service.

#### Age

Our age profile as at 1 April 2022, shows that the majority of staff are in the age 36 to 55 age group, however we have a small number of staff over age 55 who could retire at any time.

Age Group	Number
17-24	26
25-35	208
36-45	274
46-55	315
56-65	99
66 +	10
Missing Data*	13
<b>Grand Total</b>	<b>945**</b>

\*This data has not been collected at the time of recruitment

\*\*These figures only count staff once who are on dual contracts

### **ATTRITION: LEAVERS OF THE SERVICE AND REASONS**

The workforce plan takes account of the attrition rate and reasons for staff exiting the Service, its absence rates, and any key risks such as the age of the workforce, the skills of individuals and for HFRS if, when and how many firefighters need to be recruited into the Service. Relevant data has been analysed and reported as follows:

During 2021/2, from 1 April 2021 to 31 March 2022 inclusive, there have been 95 leavers across all areas of the Service. These are summarised in the table below.

ATTRITION REASON	NUMBER
Retirement	36
Resignation	50
Early retirement	1

Ill Health	4
Dismissed	3
Deceased	1

The work areas of leavers during 1 April 2021 to 31 March 2022 are categorised in the table below.

WORK AREA	NUMBER OF LEAVERS
Control	3
On-Call	33
Support Staff	26
Full Time	33

### Resource Allocation, Skillsets and Competencies

Our CRMP 2021-24 identifies the resources needed to meet the risk in each area of the Service across our 31 fire stations (9 Full-Time, 3 Full-Time/On-Call, 19 On-Call).

#### East Riding of Yorkshire



Resources					
Station	Fire Engines	Water Rescue	Specialist Response Capabilities	Medical	Prevention and Protection
Bridlington	3	2 Flood Rafts	1 Aerial Ladder Platform		Prevention and Protection Teams
Goole	2	1 Boat			
Hornsea	2			Yes	
Driffield	2			Yes	
Pocklington	2			Yes	
Market Weighton	2			Yes	
Beverley	2		High Volume Pump	Yes	
Howden	1			Yes	
Snaith	1			Yes	
Brough	2		Incident Command Support Unit		
Withernsea	2				
Preston	1				
Pattrington	1				

#### Hull



Resources					
Station	Fire Engines	Water Rescue	Further Response Capabilities	Medical	Prevention and Protection
Bransholme	1	2 Boats, 2 Flood Rafts		Yes	Prevention and Protection Teams
Clough Road	1		1 Rescue Support Unit, 1 Tactical Response Vehicle		
Calvert Lane	2		1 Aerial Ladder Platform		
East Hull (IOC)	1				
Central	1		1 Detection, Identification & Monitoring Vehicle (National Asset)		

## North Lincolnshire



Resources					
Station	Fire Engines	Water Rescue	Further Response Capabilities	Medical	Prevention and Protection
Scunthorpe	3	1 Boat, 2 Flood Rafts	1 Aerial Ladder Platform, 1 Rescue Support Unit		Prevention and Protection Teams
Immingham West	Training centre and Operational Fire Station in the evening				
Barton Upon Humber	1	Water Support Unit			
Winterton	1			Yes	
Crowle	1				
Epworth	1			Yes	
Brigg	1				
Kilton in Lindsey	1			Yes	

## North East Lincolnshire



Resources						
Station	Fire Engines	Water Rescue	Further Response Capabilities	Medical	Prevention and Protection	
Peaks Lane	3	1 Boat, 2 Flood Rafts	1 Hydraulic Platform		Prevention and Protection Teams	
Immingham East	2		2 Foam Delivery Sleds, 1 Technical Rescue Unit (Service Wide Asset), 1 Environmental Decontamination Unit, 1 Mass Decontamination Unit (National Asset)			
Cromwell Road	Training centre and Operational Fire Station in the evening					
Cleethorpes			1 Tactical Response Vehicle			
Waltham			1 Tactical Response Vehicle			

Utilising data from the CRMP and identified Reasonable Worst Case Scenarios (RWCS) we have developed agreed Service Operational Competence Levels, these are used to determine training, development and staffing requirements at a local and service level. This is supported and informed by our Competence Dashboards through which those levels are monitored to ensure we are meeting the requirements of our CRMP. The dashboards along with our Training Needs Analysis and needs identified through Personal Development Reviews are then feed into to our Annual Training plans overseen and administered by our Learning and Development Section.

### WHAT DOES OUR WORKFORCE DATA TELL US?

#### Service wide/specific areas of risk

We have an ageing workforce and potential specific areas of risk should staff choose to retire at their earliest opportunity. These potential retirement risks are detailed in the retirement profile information and specific station/directorate profiles.

#### Retirement Profile\*

	Immediate	2022	2023	2024	2025
Firefighter	14	11	16	17	18
Crew Manager	6	3	2	4	6
Watch Manager	10	1	5	12	5
Station Manager	3	2	1	2	2
Group Manager	0	0	4	1	2

\*Post McCloud ruling

Further detail of the retirement profile is provided at Appendix D

## **DETERMINING FUTURE WORKFORCE NEEDS**

Based on the earliest possible retirement date of the individuals concerned, and assuming they actually elect to retire, it is estimated that we will need to recruit additional Full-Time staff at all ranks, as above. Plans have been implemented and are already in operation for the temporary re-engagement of retired firefighters, temporary full time FF contracts for On-Call staff, permanent Full-Time Firefighter contracts for On-Call staff and external advertisement to the general public and other Fire Services.

### **Identifying Gaps**

During the pandemic we were unable to conduct our usual approach to Positive Action in order to attract all sectors of society, including underrepresented groups, in particular females and BAME. However, this resumed in April 2021 with the introduction of our Positive Action Framework 2021 - 2024 ([link](#)) including initiatives such as the Rookie Reds programme, various on-line information, videos and support and an electronic expressions of interest register, to enable direct engagement with under-represented groups.

Through our Gender Pay Gap 2021 Report ([link](#)) we voluntarily reported on Ethnicity and Disability Pay Gaps and committed to publishing our data in July 2021, much earlier than in previous years. The report has shown that the mean Gender Pay Gap has plateaued whilst the median Gender Pay Gap has significantly reduced once again. The ethnicity and Disability Pay Gaps are very small compared to our Gender Pay Gap and compare very favourably with data set estimates from the Office for National Statistics for the Yorkshire and Humber region as well as the National sets for England and Wales. Our EDI workforce data and community demographic does however show that we have more work to do to improve the diversity of our workforce. This means we will continue to build on the success of our current positive attraction campaign during 2022 ahead of the next Full-Time firefighter recruitment campaign, commencing in Autumn 2022 for an April 2023 intake into Training School.

We continue to engage, consult and seek support both internally from our emerging staff forums, and externally through our local communities regarding their ideas and input to our next positive attraction campaign.

### **Succession Planning and Talent Management**

Succession planning processes take account of the Service's Strategic Plan requirements and horizon scanning of future external and internal challenges. Outcomes of these processes are translated into timely interventions to ensure the Authority continues to meet workforce capacity requirements whilst maintaining and building skills and capability.

The Talent Pipeline process, which is now well embedded, provides a more robust means of succession planning and career development within the Service. It aims to provide transparency to the whole workforce about how they can develop and progress at every level and to support the promotion of all role levels throughout the organisation.

Further development of this process will see the introduction of a portfolio development process for Crew Manager, Watch Manager and Station Manager roles to enable continuous development and a natural lead into the promotion selection process.

### **Re-engagement**

Staff who are preparing for retirement are permitted to apply to be re-engaged on temporary contracts once they have left the Service, either full or part-time/job share in order to address specialised skills gaps or vacancies that may be more challenging to recruit to.

At the Humberside Fire Authority meeting on 13 March 2020, the Authority approved the principle of re-engagement of operational staff (minute 32/20).

The Service's Pay Policy Statement does not prohibit employees who have left employment being re-employed.

## **CURRENT VACANCIES AND PROMOTION PIPELINE SCHEDULE**

- Chief Fire Officer – vacancy as of October 2022 (interviews May 2022)
- Deputy Chief Fire Officer - could retire following a three-month notice period
- Group Manager Talent Pipeline (1 current vacancy) – concluding May 2022
- Area Manager (2 current vacancies) – recruitment process June 2022



- Station Manager Talent Pipeline – concluding June 2022
  - Watch Manager Talent Pipeline (FT and On-Call) - May – July 2022
  - Crew Manager Talent Pipeline (FT and On-Call) - July – September 2022
- Note - All recruitment and pipelines are open to external candidates

#### **FIREFIGHTER RECRUITMENT**

- Intake of 20 On-Call to FT FF April 2022 – direct to station vacancies
- Intake of 16 external FT FF into Training School 16 May 2022 – assigned to stations August 2022
- Intake of 5 On-Call to FT FF direct to station vacancies 16 May 2022 with IDPs as necessary
- On Call – Temporary FT FF (LTS/Modified cover)
- Re-engaged firefighters appointed to temporary FT FF (LTS/Modified cover) on FT or PT basis
- Further FT FF campaign due to launch in Autumn 2022 for an April 2023 entry into FF Training School and assignment to stations July 2023.

It is important to note that, under the Authority’s Constitution, the Chief Fire Officer/Chief Executive has the authority to increase or decrease the establishment by 10 Full-Time Equivalent (FTE) posts in any given financial year. Any such change to the establishment must therefore be approved by the CFO/CEO before such changes are implemented.

#### **MONITORING AND EVALUATE ACTION PLANS AND SOLUTIONS**

For each stage of the processes above, outcomes and learning points will be evaluated to ensure continual improvement and workforce planning requirements are met.

#### **SUMMARY/CONCLUSION**

The Service’s Strategic Leadership Team remain accountable for this workforce plan and local workforce plans that follow. Directors and Heads of Service are responsible for the delivery of these plans within their respective areas of responsibility. The HR Service Partner model continues to ensure that managers have support to facilitate the delivery of local workforce plans. The revised workforce plan was agreed by SLT in May 2022.

## APPENDIX A

### Operational Establishment and Strength

	Establishment				Actual				Variance				Actual Vacancies	Narrative
	WM	CM	FF	Total	WM	CM	FF	Total	WM	CM	FF	Total		
Bransholme	4	4	16	24	4	4	16	24	0	0	0	0	0	
Red	1	1	4	6	1	1	4	6	0	0	0	0	0	
White	1	1	4	6	1	1	4	6	0	0	0	0	0	
Blue	1	1	4	6	1	1	4	6	0	0	0	0	0	
Green	1	1	4	6	1	1	4	6	0	0	0	0	0	
Calvert Lane	4	8	32	44	4	8	31	43	0	0	-1	-1	1 FF	
Red	1	2	8	11	1	2	7	10	0	0	-1	-1	1 FF	H03RFF02
White	1	2	8	11	1	2	8	11	0	0	0	0	0	
Blue	1	2	8	11	1	2	8	11	0	0	0	0	0	
Green	1	2	8	11	1	2	8	11	0	0	0	0	0	
Central	4	4	16	24	4	4	16	24	0	0	0	0	0	
Red	1	1	4	6	1	1	4	6	0	0	0	0	0	
White	1	1	4	6	1	1	4	6	0	0	0	0	0	
Blue	1	1	4	6	1	1	4	6	0	0	0	0	0	
Green	1	1	4	6	1	1	4	6	0	0	0	0	0	
Clough Road	4	4	24	32	4	4	24	32	0	0	0	0	0	
Red	1	1	6	8	1	1	6	8	0	0	0	0	0	
White	1	1	6	8	1	1	6	8	0	0	0	0	0	
Blue	1	1	6	8	1	1	6	8	0	0	0	0	0	
Green	1	1	6	8	1	1	6	8	0	0	0	0	0	
East Hull	4	4	16	24	4	4	16	24	0	0	0	0	0	
Red	1	1	4	6	1	1	4	6	0	0	0	0	0	
White	1	1	4	6	1	1	4	6	0	0	0	0	0	
Blue	1	1	4	6	1	1	4	6	0	0	0	0	0	
Green	1	1	4	6	1	1	4	6	0	0	0	0	0	
Bridlington	4	4	20	28	4	4	20	28	0	0	0	0	0	
Red	1	1	5	7	1	1	5	7	0	0	0	0	0	
White	1	1	5	7	1	1	5	7	0	0	0	0	0	
Blue	1	1	5	7	1	1	5	7	0	0	0	0	0	
Green	1	1	5	7	1	1	5	7	0	0	0	0	0	
Goole	4	4	20	28	4	4	19	27	0	0	-1	-1	2 FF	
Red	1	1	5	7	1	1	4	6	0	0	-1	-1	1 FF	H24RFF03
White	1	1	5	7	1	1	5	7	0	0	0	0	0	
Blue	1	1	5	7	1	1	4	6	0	0	-1	-1	1 FF	H24BFF03
Green	1	1	5	7	1	1	6	8	0	0	1	1	0	Supernumerary FF
Scunthorpe	4	8	36	48	4	7	35	46	0	-1	-1	-2	1 FF 1 CM	
Red	1	2	9	12	1	1	9	11	0	-1	0	-1	1 CM	H23RCM02
White	1	2	9	12	1	2	9	12	0	0	0	0	0	
Blue	1	2	9	12	1	2	9	12	0	0	0	0	0	
Green	1	2	9	12	1	2	8	11	0	0	-1	-1	1 FF	H23GFF09
Immingham	4	8	36	48	4	8	32	44	0	0	-4	-4	4 FF	
Red	1	2	9	12	1	2	7	10	0	0	-2	-2	2 FF	H20RFF04 & H20RFF06
White	1	2	9	12	1	2	8	11	0	0	-1	-1	1 FF	H20WFF09
Blue	1	2	9	12	1	2	9	12	0	0	0	0	0	
Green	1	2	9	12	1	2	8	11	0	0	-1	-1	1 FF	H20GFF07
Peaks Lane	4	12	52	68	4	12	49	65	0	0	-3	-3	3 FF	
Red	1	3	13	17	1	3	12	16	0	0	-1	-1	1 FF	H17RFF03
White	1	3	13	17	1	3	11	15	0	0	-2	-2	2 FF	H17WFF01 & H17WFF09
Blue	1	3	13	17	1	3	13	17	0	0	0	0	0	
Green	1	3	13	17	1	3	13	17	0	0	0	0	0	
Total	40	60	268	368	40	59	258	357	0	-1	-10	-11	11 FF 1 CM	

<b>Group Managers</b>	<b>Funded Establishment</b>	<b>Current Strength</b>	<b>Vacancies</b>
Service Delivery GMs	4	3	1
Specialist Dept GMs	5	5	0
<b>Total</b>	<b>9</b>	<b>8</b>	<b>1</b>

<b>Station Managers</b>	<b>Funded Establishment</b>	<b>Current Strength</b>	<b>Vacancies</b>
Training	2	2	0
Emergency Preparedness and Fleet	2	2	0
Corporate Assurance	1	1	0
Public Safety	4	4	0
Service Support	1	1	0
Health and Safety	1	1	0
OD	2	2	0
Service Delivery	11	9	2
Control	1	1	0
On-Call Support	1	1	0
<b>Total</b>	<b>26</b>	<b>24</b>	<b>2</b>

## APPENDIX B

### SLT, Control and Support Areas

#### Strategic Leadership Team

	Agreed establishment	Current strength	Vacancies
<b>Executive Team</b>	8	6	2

#### Control

	Agreed establishment	Current strength	Vacancies
<b>Control</b>	30	31 (1x FTC to cover Mat Leave)	0

#### Support Services

	Agreed establishment	Current Strength	Vacancies
<b>HR</b>	9	9	0
<b>OH</b>	9	10 (1x temp contract) (2x job sharing)	0
<b>OD</b>	9	9	0
<b>EP&amp;F</b>	4 (+8 Grey Book)	3 (+8 Grey Book)	1
<b>Stores</b>	3	3	0
<b>Water Supplies</b>	5	3	2
<b>Finance/Procurement</b>	12	12	0
<b>Corporate Assurance</b>	13 (+2 Grey Book)	12 (1x temp contract to cover external secondment) (+2 Grey Book)	2
<b>Internal Services`</b>			
- H&S	7 (+3 Grey Book)	7 (+2 Grey Book)	0 (+1 Grey Book)
- SSC	15	15 (2x temp contract)	2
- GM	(+1 Grey Book)	(+1 Grey Book)	
- SMs	(+2 Grey Book)	(+2 Grey Book)	
<b>ICT</b>	23	19 (inc. 1 temporary contract)	5
<b>Training</b>	12 (+17 Grey Book)	11 (inc. 1 temporary contract) (+17 Grey Book)	2

<b>Cleaners</b> - SHQ - Stations	7 31	7 29 (1x temp contract covering vacancy)	3 <i>(Bridlington, Patrington &amp; Pocklington)</i>
<b>Public Safety*</b>	77 (+8 Grey)	69 (inc. 5 temporary contracts) (+7 Grey)	13 (+1 Grey)

\*This department is currently undergoing a review and so these numbers are subject to change

**APPENDIX C**On-Call Strength

Station	One or two pump	No of Watch Managers	No of Crew Managers	No of Firefighters
Barton	1	1	2	12
Beverley	2	1	3	22
Bridlington	2	1	3	15
Brigg	1	1	2	10
Brough	2	1	3	15
Cleethorpes	TRV	1	0	5
Crowle	1	1	1	9
Drifffield	2	1	2	21
Epworth	1	1	3	13
Goole	1	1	2	11
Hornsea	2	1	3	17
Howden	1	1	1	14
Kirton	1	1	1	9
Market Weighton	2	1	3	17
Patrington	1	0	3	10
Pocklington	2	1	3	16
Preston	1	1	2	8
Scunthorpe	1	0	1	11
Snaith	1	1	1	12
Waltham	TRV	1	1	4
Winterton	1	1	2	12
Withernsea	2	1	2	10

**APPENDIX D****Current Pension Scheme Retirement Profile 2022**

<b>Retirement Profile 2022</b>	<b>FF</b>	<b>CM</b>	<b>WM</b>	<b>SM</b>	<b>GM</b>	<b>AM</b>	<b>DCFO/CFO</b>
<b>Can go now</b>	<b>14</b>	<b>6</b>	<b>10</b>	<b>3</b>	<b>0</b>		
April							
May	2						
June	2	1		1			
July	3			1			
August	11						
September	2						
October	10	1	1				
November							
December		1					
<b>Grand Total</b>	<b>25</b>	<b>9</b>	<b>11</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Retirement Profile 2023**

<b>Retirement Profile 2023</b>	<b>FF</b>	<b>CM</b>	<b>WM</b>	<b>SM</b>	<b>GM</b>	<b>AM</b>
January	5				3	
February	1					
March	1		1			
April						
May						
June			2			
July	1					
August	1	1	1	1		
September	1				1	
October	1					
November	2	1				
December	3		1			
<b>Grand Total</b>	<b>16</b>	<b>2</b>	<b>5</b>	<b>1</b>		

<b>Retirement Profile</b>	<b>FF</b>	<b>CM</b>	<b>WM</b>	<b>SM</b>	<b>GM</b>	<b>AM</b>
2024	17	4	12	2	1	
2025	18	6	5	2	2	1

## DELEGATED POWERS BY THE CHIEF FIRE OFFICER & CHIEF EXECUTIVE TO MEMBERS OF THE EXECUTIVE TEAM

### SUMMARY

- 1.1 The Chief Fire Officer & Chief Executive has delegated powers from the Fire Authority, as currently set out in Part 3, Section B of the [Constitution](#).
- 1.2 The constitution also allows the Chief Fire Officer to further delegate those powers to other officers
- 1.3 Following the organisational restructure in March 2022 the Chief Fire Officer & Chief Executive reviewed his delegated powers and sets out at Appendix 1 how these are further assigned to members of the Executive Team.

### RECOMMENDATIONS

2. a) That the Fire Authority note the delegated powers assigned by the Chief Fire Officer & Chief Executive to members of the Executive Team
- b) That the Authority receive further papers should any of them be amended.

### REPORT DETAIL

- 3.1 The Chief Fire Officer & Chief Executive has delegated powers from the Fire Authority, as currently set out in Part 3, Section B of the [Constitution](#).
- 3.2 Part 3, Section B, 2(b) of the Constitution enables the Chief Fire Officer & Chief Executive to “delegate in writing any or all of his or her powers to any other officer if he or she is of the opinion that such delegation is for the efficient operation of the HFA’s business.”
- 3.3 Following the organisational restructure in March 2022 the Chief Fire Officer & Chief Executive reviewed his delegated powers and sets out at Appendix 1 how these should be further assigned to members of the Executive Team.
- 3.4 Further papers will be brought to the Authority if any amendments are made to those powers delegated by the Chief Fire Officer.

### STRATEGIC PLAN COMPATIBILITY

4. Not applicable.

### FINANCIAL/RESOURCES/VALUE FOR MONEY IMPLICATIONS

5. None

### LEGAL IMPLICATIONS

6. None



## **EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS**

7. There is no requirement to carry out an equality impact analysis as this report does not relate to a policy or service delivery change.

## **CORPORATE RISK MANAGEMENT IMPLICATIONS**

8. None

## **HEALTH AND SAFETY IMPLICATIONS**

9. None

## **COMMUNICATION ACTIONS ARISING**

10. None

## **DETAILS OF CONSULTATION AND/OR COLLABORATION**

11. Not applicable.

## **BACKGROUND PAPERS AVAILABLE FOR ACCESS**

12. None

## **RECOMMENDATIONS RESTATED**

13. a) That the Fire Authority note the delegated powers assigned by the Chief Fire Officer & Chief Executive to members of the Executive Team
- b) That the Authority receive further papers should any of them be amended.

**C BLACKSELL**

Officer Contact: Simon Rhodes  
Head of Corporate Assurance  
☎ (01482) 567479

Humberside Fire & Rescue Service  
Summergroves Way  
Kingston upon Hull

SR/GN  
7 June 2022

**DELEGATION BY THE CHIEF FIRE OFFICER & CHIEF EXECUTIVE TO THE DEPUTY CHIEF FIRE OFFICER & EXECUTIVE DIRECTOR OF CORPORATE SERVICES**

- a) All powers delegated to the Chief Fire Officer in the Constitution, in the absence of the Chief Fire Officer.
- b) To manage all financial and physical resources allocated to the areas he or she is responsible for.
- c) To make appointments up to, and including, Area Manager level in the areas he or she is responsible for, or in other areas of the Service with the agreement of the Executive Team member responsible for that area.
- d) To suspend, discipline and dismiss officers in respect to such posts that are not subject to review by a Committee (where established).
- e) Determine applications of special leave for trade union purposes.
- f) Power to evaluate and implement gradings for all Support Staff, subject to the S.151 Officer confirming that the additional annual cost can be contained within the existing annual revenue budget, unless the regrading forms part of a Service review or major sectional review which shall be subject to the approval of the HFA.
- g) Power to grant special leave with pay to staff for not exceeding ten days in any period of twelve months.
- h) To authorise out of Combined Area visits by employees and the attendance of Officers at courses run by appropriate training providers.

**DELEGATION BY THE CHIEF FIRE OFFICER & CHIEF EXECUTIVE TO THE ASSISTANT CHIEF FIRE OFFICER & EXECUTIVE DIRECTOR OF SERVICE DELIVERY**

- a) To submit comments on any planning matter, building regulations, safety of sports grounds and other applications or licences, where the HFA is a consultee, statutory or otherwise.
- b) To manage all financial and physical resources in the areas he or she is responsible for.
- c) To make appointments up to, and including, Area Manager level in the areas he or she is responsible for, or in other areas of the Service with the agreement of the Executive Team member responsible for that area.
- d) To suspend, discipline and dismiss officers in respect to such posts that are not subject to review by a Committee (where established).
- e) Determine applications of special leave for trade union purposes.
- f) Power to evaluate and implement gradings for all Support Staff, subject to the S.151 Officer confirming that the additional annual cost can be contained within the existing annual revenue budget, unless the regrading forms part of a Service review or major sectional review which shall be subject to the approval of the HFA.
- g) Power to grant special leave with pay to staff for not exceeding ten days in any period of twelve months.
- h) To authorise out of Combined Area visits by employees and the attendance of Officers at courses run by appropriate training providers.

- i) To approve applications for permits, licences, certificates and the like under legislation relating to fire prevention and precautions in circumstances where deemed necessary to do so and to nominate Inspecting Officers for those purposes and to take all action necessary under such legislation.
- j) The appointment or authorisation of officers to enter premises under statutory powers to act under any relevant legislation or regulations.
- k) Power to reduce or remit any payment due to the HFA in respect of special services provided by the Service in consultation with the S.151 Officer.

**DELEGATION BY THE CHIEF FIRE OFFICER & CHIEF EXECUTIVE TO THE EXECUTIVE DIRECTOR OF PEOPLE AND DEVELOPMENT**

- a) To manage all financial and physical resources in the areas he or she is responsible for.
- b) To make appointments up to, and including, Area Manager level in the areas he or she is responsible for, or in other areas of the Service with the agreement of the Executive Team member responsible for that area.
- c) To suspend, discipline and dismiss officers in respect to such posts that are not subject to review by a Committee (where established).
- d) Determine applications of special leave for trade union purposes.
- e) Power to evaluate and implement gradings for all Support Staff, subject to the S.151 Officer confirming that the additional annual cost can be contained within the existing annual revenue budget, unless the regrading forms part of a Service review or major sectional review which shall be subject to the approval of the HFA.
- f) Power to grant special leave with pay to staff for not exceeding ten days in any period of twelve months.
- g) To authorise out of Combined Area visits by employees and the attendance of Officers at courses run by appropriate training providers.
- h) To deal with all matters relating to training in relation to Officers having due regard to the statutory functions of the Chief Fire Officer & Chief Executive.

**DELEGATION BY THE CHIEF FIRE OFFICER & CHIEF EXECUTIVE TO THE EXECUTIVE DIRECTOR OF FINANCE & S.151 OFFICER**

- a) To manage all financial and physical resources in the areas he or she is responsible for.
- b) To make appointments up to, and including, Area Manager level in the areas he or she is responsible for, or in other areas of the Service with the agreement of the Executive Team member responsible for that area.
- c) To suspend, discipline and dismiss officers in respect to such posts that are not subject to review by a Committee (where established).
- d) Determine applications of special leave for trade union purposes.
- e) Power to evaluate and implement gradings for all Support Staff, subject to the S.151 Officer confirming that the additional annual cost can be contained within the existing annual revenue budget, unless the regrading forms part of a Service review or major sectional review which shall be subject to the approval of the HFA.
- f) Power to grant special leave with pay to staff for not exceeding ten days in any period of twelve months.

- g) To authorise out of Combined Area visits by employees and the attendance of Officers at courses run by the appropriate training providers.
- h) Power to enter into grant leases for any term where the annual rent is less than the specified amount.
- i) Power to dispose of surplus or redundant appliances and equipment in accordance with the Procedural Rules under Part 4 of this Constitution, except that disposal may take place at nil or below market value to an appropriate organisation in consultation with the Chairperson of the HFA, S.151 Officer and Secretary, and provided any such disposal is reported to the HFA.

## **Amendments to the Constitution**

### **SUMMARY**

1. Since the last iteration of the Constitution there have been further legal changes that necessitates changes to the Constitution.

The amendments and reason for them are set out at Appendix 1 of this report for Members consideration.

### **RECOMMENDATIONS**

2. That the appended amendment to the Constitution be approved.

### **BACKGROUND**

3. At its annual general meeting, held on 10 June 2022, the Fire Authority resolved to amend the Constitution to remove the two-term limit for its Employer Representative on the Pension Board. Appendix 1 summarises this amendment.

### **STRATEGIC PLAN COMPATIBILITY**

4. This report ensures that the Constitution is compatible with relevant legislation.

### **FINANCIAL/RESOURCES/VALUE FOR MONEY IMPLICATIONS**

5. None arising directly.

### **LEGAL IMPLICATIONS**

6. As set out above.

### **EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS**

7. None arising directly.

### **CORPORATE RISK MANAGEMENT IMPLICATIONS**

8. This report is designed to further enhance the governance arrangements of the Authority.

### **HEALTH AND SAFETY IMPLICATIONS**

9. None arising directly.

### **COMMUNICATION ACTIONS ARISING**

10. None.

### **DETAILS OF CONSULTATION AND/OR COLLABORATION**

11. Chief Fire Officer & Chief Executive and Statutory S.151 Officer.

BACKGROUND PAPERS AVAILABLE FOR ACCESS

12. None

RECOMMENDATIONS RESTATED

13. That the appended amendment to the Constitution be approved.

Officer Contact: Mathew Buckley ☐ 01482 567174  
Monitoring Officer/Secretary

**M BUCKLEY**

Humberside Fire & Rescue Service  
Summergroves Way  
Kingston upon Hull  
SC June 2022

## Appendix 1: Changes to the HFA Constitution

Summary of changes to be made	Comment
<b>PART 2: ARTICLE 10A</b> <b>10A. 5 TERMS OF APPOINTMENTS</b> (a) The membership of the Pension Board shall be determined at the Annual General Meeting of the HFA. <del>Board members may be appointed for a maximum of two 3 year terms.</del>	At its annual general meeting, held on 10 June 2022, the Fire Authority resolved to amend the Constitution to remove the two-term limit for its Employer Representative on the Pension Board. Appendix 1 summarises this amendment.





**Humberside Fire Authority**  
**24 June 2022**

**Report by the Deputy Chief Fire  
 Officer and Executive Director of  
 Corporate Services & Monitoring  
 Officer/ Secretary**

## **ANTI-FRAUD AND CORRUPTION STATEMENT 2021/22**

### **SUMMARY**

1. An annual Anti-Fraud and Corruption Statement is produced in response to recommendations within an Internal Audit review of Counter Fraud Arrangements conducted during 2016/17. The Statement covers key actions taken throughout the reporting year to provide an assurance of the processes in place.
2. The Governance Audit and Scrutiny Committee conducted Scrutiny of anti-fraud and corruption measures in 2018.
3. This report has been considered by the Governance, Audit and Scrutiny (GAS) Committee at the meeting held 15 June 2022.

### **RECOMMENDATIONS**

4. The Authority is asked to approve the Anti-Fraud and Corruption Statement for 2021/22 as set out at Appendix A.

### **BACKGROUND**

5. Members are reminded that an Internal Audit Review of Counter Fraud Arrangements was conducted, by Mersey Internal Audit, during the third quarter of 2016/17. Related Service Policies are reviewed annually, in conjunction with the GAS Committee. These include:
  - Whistleblowing
  - Anti-Bribery
  - Anti-Money Laundering
  - Anti-Fraud and Corruption

Members also receive assurances through the Annual Governance Statement.

6. The outcomes of the audit review, including a number of recommendations and agreed actions, were reported to the GAS Committee 10 April 2017. A specific recommendation was received that The Chief Fire Officer and Chief Executive should publish a formal statement of the Fire Authority's commitment to anti-fraud, bribery and corruption measures. The Statement, based upon the Audit Commission checklist for councillors and others responsible for governance, is included at Appendix A.

#### STRATEGIC PLAN COMPATIBILITY

7. This report supports good governance arrangements, which is an enabler for the Strategic Plan.

#### FINANCIAL/RESOURCES/VALUE FOR MONEY IMPLICATIONS

8. None arising directly.

#### LEGAL IMPLICATIONS

9. None directly arising.

#### EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS

10. None directly arising.

#### CORPORATE RISK MANAGEMENT IMPLICATIONS

11. None directly arising.

#### HEALTH AND SAFETY IMPLICATIONS

12. None directly arising.

#### COMMUNICATION ACTIONS ARISING

13. The Statement will be published on the HFRS website following approval by the Authority.

#### DETAILS OF CONSULTATION AND/OR COLLABORATION

14. The Executive Leadership Team and the Governance, Audit and Scrutiny Committee have been consulted in the preparation of this Statement.

#### BACKGROUND PAPERS AVAILABLE FOR ACCESS

15. Nil.

#### RECOMMENDATIONS RESTATED

16. The Authority is asked to approve the Anti-Fraud and Corruption Statement for 2021/22 as set out at Appendix A.

**P SHILLITO**  
**M BUCKLEY**

Officer Contact: Simon Rhodes ☎ 01482 567479  
Head of Corporate Assurance

**HUMBERSIDE FIRE AUTHORITY  
DRAFT ANTI-FRAUD AND CORRUPTION STATEMENT 2021/22**

**Introduction**

1. Humberside Fire Authority (HFA) is committed to the highest possible standards of integrity, openness, probity and accountability. The management of the risk of fraud and corruption and ensuring that effective counter fraud arrangements are in place are key elements of Corporate Governance.
2. Our Communities expect the HFA to conduct its affairs with integrity, honesty, openness and to demand the highest standards of conduct from those working for it.
3. The HFA recognises that sound systems of public accountability are vital to effective management and to maintain confidence in the Service and is committed to protecting the public funds entrusted to it. This Anti-Fraud & Corruption Statement outlines the HFA's commitment to creating an anti-fraud culture and maintaining high ethical standards in its administration of public funds. A culture of honesty and openness is a key element in tackling fraud.
4. In order to prevent, discourage and detect fraud, the Authority has in place and will continue to develop appropriate controls and procedures. These are inter-related and are designed to frustrate fraud or corruption. They cover culture, prevention, detection and training.
5. Actions around Fraud, Corruption and Bribery form part of the Authority's commitment to robust governance arrangements.

**Key Actions during 2021/22**

6. Existing policies and strategies are reviewed on an ongoing basis and annually in conjunction with the Governance Audit and Scrutiny Committee. The policies listed below are current and are published on the HFRS Website <https://humbersidefire.gov.uk/about-us/our-policies>:
  - a) Anti-Fraud & Corruption Policy
  - b) Whistleblowing Policy
  - c) Anti-Bribery Policy
  - d) Anti-Money Laundering Policy
7. Following an internal review, TIAA were commissioned to carry out an investigation into the suspected misappropriation of items of equipment. This investigation and an internal review was carried out between January and May 2021. The investigation resulted in a criminal prosecution. Changes to working practices have been made, based upon recommendations arising from the investigation and review.

8. One Whistleblowing allegation was received during 2021/22 and was dealt with in accordance with the Whistleblowing Policy.
9. There has been no other attempted fraud, bribery or corruption identified during 2021/22. However, the organisation remains vigilant and constantly reviews the operating environment.

### **Assurance**

10. The Authority has comprehensive crime insurance arrangements in place. This cover is for all employees and third parties up to £500k.
11. Two Members of the GAS Committee have responsibility to represent GAS on independent scrutiny of measures to combating fraud across the Authority.
12. Arrangements are in place to utilise Internal Audit if required to investigate suspected cases of fraud.
13. We periodically draw to the attention of staff the relevant policies. This is usually through messages in payslips and entries in internal communications.
14. We maintain our knowledge, assurance and best practice to deal with current fraud risks and issues through our relationship with Internal Audit. We also receive and disseminate alerts via our Internal Auditors (TIAA).
15. We challenge ourselves through Internal and External audit provision to ensure our procedures are robust and current.
16. We continue to fully participate in the Cabinet Office's National Fraud Initiative (NFI) and receive reports on the outcomes.
17. We have appropriate arrangements in place that encourage staff to raise their concerns. The Whistleblowing Policy and distribution of literature around the Protect Service further support our internal actions.

### **Signed:**

-----  
Chair of the Humberside Fire Authority

-----  
Chief Fire Officer and Chief Executive

## REFORMING OUR FIRE AND RESCUE SERVICE WHITE PAPER AND CONSULTATION

### SUMMARY

1. On 18 May the Secretary of State for the Home Department (Home Secretary) published a White Paper and Consultation outlining a package of proposed reforms for fire and rescue services. This can be accessed at:  
<https://www.gov.uk/government/consultations/reforming-our-fire-and-rescue-service>
2. Proposals cover three principle areas of proposed reform including People, Professionalism and Governance.
3. HM Government are seeking views on the proposals within the White Paper, via formal thematic consultation questions. The consultation exercise is live for ten-weeks from 18 May 2022 to 26 July 2022, the questions have been reproduced at Appendix 1 to this report.
4. The Home Secretary also announced the commencement of additional fire safety legislation to address outstanding recommendations from the Grenfell Tower Inquiry.

### RECOMMENDATIONS

5. The Authority is asked to consider this report and the proposals within the White Paper in advance of Member Day 8 July 2022, when the Authority's response to the consultation will be formulated in draft, prior to approval at the HFA Meeting 22 July 2022.

### BACKGROUND

6. The White Paper describes proposed areas of reform that are intended to drive change and strengthen fire and rescue services across three principle areas:
  - a) People
  - b) Professionalism
  - c) Governance
7. Through the White Paper, consultation and future legislation HM Government state they intend to develop community focused, highly skilled services, with modern working practices that are accountable to an elected single executive leader, ideally a directly elected politician.

### People

- 7.1 The reform proposals seek to introduce changes that the Government feel will allow fire professionals to further develop their skills and thrive in their work. The Government want to clarify the role of fire and rescue services and of the firefighter, unlock talent and improve diversity within Services, take action to ensure that the support for the creation of a positive culture, and further develop schemes to consistently identify and nurture talent. Finally, the Government will commission an independent review into the current pay negotiation process and consider if it is fit for a modern emergency service.

## **Professionalism**

- 7.2 The reform proposals seek to modernise the fire and rescue service, to enable greater professionalism and to ensure that recruitment and training of Fire and Rescue Service staff are the best that they can be. The Government state they want to increase professionalism by moving from a Fire Standards Board (which sets clear expectations for the sector) to the creation of a College of Fire and Rescue. The aim is to develop a mandatory 21st century leadership programme for progression to senior roles, set clearer entry requirements for recruitment, and put in place a statutory code of ethics and a fire and rescue service oath.

## **Governance**

- 7.3 The Government state that the reform proposals seek to strengthen governance arrangements across the sector. Out of 44 fire and rescue authorities, 38 operate a committee structure. The Government want to transfer fire functions to a single, elected individual who would hold their operationally independent Chief Fire Officer to account. They lay out a number of options for who that person could be: a mayor who could delegate day-to-day oversight to a deputy mayor; or a council leader who could delegate to a cabinet member or a police, fire and crime commissioner. However, they do state that there may be other options, and they seek views on who else could provide that executive leadership. Their preference is a Governance model that meets their following criteria

- A single, elected (ideally directly elected) individual who is accountable for the service rather than governance by committee
- Clear demarcation between the political and strategic oversight by this individual, and the operationally independent running of the service by the chief fire officer
- A person with oversight who has control of necessary funding and estates.
- That decision-making, including budgets and spending, is transparent and linked to local public priorities

## **SUMMARY OF KEY AREAS OF REFORM**

### **8. People**

- a) Create an environment where fire and rescue services get the best out of their people.
- b) Staff supported to reach their full potential, with accessible development opportunities and structured learning available.
- c) As recommended by HMICFRS, the role of fire and rescue services needs clarification with greater local flexibility.
- d) A professional and transparent pay and conditions negotiation process to replace the NJC arrangements.

### **9. Professionalism**

- a) An ambition of the reform is for an independent College of Fire and Rescue (modelled on the College of Policing), focused on the following five areas:
  - Research
  - Data
  - Leadership
  - Ethics
  - Clear expectations for fire and rescue services

- b) The proposed college should take on the functions carried out currently by the Fire Standards Board.
- c) Development for staff should include support for progression to leadership roles and development schemes to identify and nurture talent.
- d) Creation of a statutory code of ethics and a fire and rescue service oath.
  - The current Core Code of Ethics is not a statutory requirement.
  - 'The Oath' would be a mandatory promise to uphold the principles in the statutory code while undertaking tasks on behalf of fire and rescue authorities.

#### 10. Governance

- a) The ambition of the reform programme is to move governance to an executive leader, such as:
  - Combined authority mayor
  - Police, Fire and Crime Commissioner (PFCC)
  - County council leader
- b) The executive leader, as 'the Occupant', would be able to delegate some or all of their day-to-day responsibilities, eg to a deputy mayor, deputy PFCC or council cabinet member respective. It may be preferable for a different option other than a PCC or mayor to be given responsibility, for example where a fire service is currently part of a county council or local boundaries are not aligned. The Consultation is willing to consider other options provided that the suggestion meets their criteria for good governance.
- c) The reform also intends to confer operational independence on chief fire officers. Enabling the chief fire officer to have direction and control over their resources to meet the executive leader's priorities.
- d) The role and responsibilities of both the executive leader and chief fire officer will be clearly defined, with clear demarcation between the two.

11. At the same time as the consultation the commencement of the [Fire Safety Act 2021](#), which will make sure all blocks of flats are properly assessed for fire safety risks, and the [Fire Safety \(England\) Regulations 2022](#) which will help ensure people feel safe in their homes, were also announced. Both pieces of Legislation are aimed at addressing recommendations which were arising from the Grenfell Tower Inquiry.

#### STRATEGIC PLAN COMPATIBILITY

12. No impact on the delivery of the 2021-24 Strategic Plan is anticipated at this time.

#### FINANCIAL/RESOURCES/VALUE FOR MONEY IMPLICATIONS

13. HM Government have published the business case/financial and options appraisal used to inform the White Paper at:  
<https://www.gov.uk/government/consultations/reforming-our-fire-and-rescue-service>

#### LEGAL IMPLICATIONS

14. Legal implications arising from the White Paper will be considered following final publication.

#### EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS

15. Local implementation of change will be informed by Equality Impact Assessment(s) and strategic HR guidance.

#### CORPORATE RISK MANAGEMENT IMPLICATIONS

16. Risks and Opportunities arising from the White Paper and reform programme will be assessed as detail becomes more available.

#### HEALTH AND SAFETY IMPLICATIONS

17. None arising.

#### COMMUNICATION ACTIONS ARISING

18. The consultation exercise for the White Paper is a public document and will be shared via internal and external communications.

#### DETAILS OF CONSULTATION AND/OR COLLABORATION

19. A formal consultation return will be returned on behalf of HFA.

#### BACKGROUND PAPERS AVAILABLE FOR ACCESS

20. Links to the White Paper Consultation and supporting Business Case are provided in this Report.

#### RECOMMENDATIONS RESTATED

21. The Authority is asked to consider this report and the proposals within the White Paper in advance of Member Day 8 July 2022, when the Authority's response to the consultation will be formulated in draft, prior to approval at the HFA Meeting 22 July 2022.

**C BLACKSELL**

Officer Contact: Simon Rhodes      [srhodes@humbersidefire.gov.uk](mailto:srhodes@humbersidefire.gov.uk)  
Head of Corporate Assurance

Humberside Fire & Rescue Service  
Summergroves Way  
Kingston upon Hull



**Consultation Questions**

**People**

- Q1: To what extent do you agree/disagree that fire and rescue services should have the flexibility to deploy resources to help address current and future threats faced by the public beyond core fire and rescue duties?
- Q2: To what extent do you agree/disagree that fire and rescue services should play an active role in supporting the wider health and public safety agenda?
- Q3: To what extent do you agree/disagree that the business continuity requirements set out in the Civil Contingencies Act 2004 provide sufficient oversight to keep the public safe in the event of strike action?
- Q4: To what extent do you agree/disagree that the current pay negotiation arrangements are appropriate?
- Q5: Please provide the reasons for your response.
- Q6: To what extent do you agree/disagree that consistent entry requirements should be explored for fire and rescue service roles?
- Q7: Please provide the reasons for your response.
- Q8: To what extent do you agree/disagree that other roles, in addition to station and area managers, would benefit from a direct entry and talent management scheme?

**Professionalism**

- Q9: To what extent do you agree/disagree with the proposed introduction of a 21st century leadership programme?
- Q10: Please provide reasons for your response.
- Q11: To what extent do you agree/disagree that completion of the proposed 21st century leadership programme should be mandatory before becoming an assistant chief fire officer or above?
- Q12: To what extent do you agree/disagree that each of the activities outlined below are high priorities for helping improve the use and quality of fire and rescue service data?
- ☐ A national data analytics capability.
  - ☐ Data-focused training.
  - ☐ Consistent approaches to structuring data
  - ☐ Clear expectations for data governance
  - ☐ Securing data-sharing agreements.
- Q13: What other activities, beyond those listed in Q12, would help improve the use and quality of fire and rescue service data? Please give the reasons for your response.
- Q14: To what extent do you agree/disagree that each of the activities below are high priorities for improving the use and quality of fire evidence and research?
- ☐ Collaborating
  - ☐ Commissioning
  - ☐ Conducting
  - ☐ Collating

- Q15: What other activities, beyond those listed in Q14, would help improve the use and quality of evidence and research on fire and other hazards? Please provide the reasons for your responses.
- Q16: To what extent do you agree/disagree with the creation of a statutory code of ethics for services in England?
- Q17: To what extent do you agree/disagree that placing a code of ethics on a statutory basis would better embed ethical principles in services than the present core code of ethics?
- Q18: To what extent do you agree/disagree that the duty to ensure services act in accordance with the proposed statutory code should be placed on operationally independent chief fire officers?
- Q19: To what extent do you agree/disagree with making enforcement of the proposed statutory code an employment matter for chief fire officers to determine within their services?
- Q20: To what extent do you agree/disagree with the creation of a fire and rescue service Oath for services in England?
- Q21: Please give the reasons for your response.
- Q22: To what extent do you agree/disagree that an Oath would embed the principles of the Code of Ethics amongst fire and rescue authority employees?
- Q23: To what extent do you agree/disagree with an Oath being mandatory for all employees?
- Q24: To what extent do you agree/disagree that breach of the fire and rescue service Oath should be dealt with as an employment matter?
- Q25: To what extent do you agree/disagree that the five areas listed below are priorities for professionalising fire and rescue services?
- Leadership
  - Data
  - Research
  - Ethics
  - Clear Expectations
- Q26: What other activities, beyond the five listed in Q25, could help to professionalise fire and rescue services?
- Q27: To what extent do you agree/disagree with the creation of an independent College of Fire and Rescue to lead the professionalisation of fire and rescue services?
- Q28: Please provide your reasons for your response

### **Governance**

- Q29: To what extent do you agree/disagree that Government should transfer responsibility for fire and rescue services in England to a single elected individual?
- Q30: What factors should be considered when transferring fire governance to a directly elected individual?
- Q31: Where Mayoral Combined Authorities (MCA) already exist, to what extent do you agree/disagree that fire and rescue functions should be transferred directly to these MCAs for exercise by the Mayor?

- Q32: To what extent do you agree/disagree that Government should transfer responsibility for fire and rescue services in England to police and crime commissioners?
- Q33: Apart from combined authority mayors and police and crime commissioners, is there anyone else who we could transfer fire governance that aligns with the principles set out above?
- Q34: If yes, please explain other options and your reasons for proposing them.
- Q35: To what extent do you agree or disagree that the legal basis for fire and rescue authorities could be strengthened and clarified?
- Q36: Please provide the reasons for your response.
- Q37: To what extent do you agree/disagree that boundary changes should be made so that fire and rescue service areas and police force/combined authorities (where present) areas are coterminous?
- Q38: To what extent do you agree/disagree with ring-fencing the operational fire budget within fire and rescue services run by county councils and unitary authorities?
- Q39: Please provide the reasons for your response.
- Q40: The table below illustrates the possible demarcation of responsibility between the political (executive) leader and the chief fire officer. To what extent do you agree with this proposed approach?

<b>Task</b>	<b>Responsible</b>
<u>Setting priorities</u>	<u>Executive leader</u>
<u>Budget setting</u>	<u>Executive leader</u>
<u>Setting precept</u>	<u>Executive leader</u>
<u>Setting response standards</u>	<u>Executive leader</u>
<u>Opening and closing fire stations</u>	<u>Executive leader</u>
<u>Appointment and dismissal of chief fire officer</u>	<u>Executive leader</u>
<u>Appointment and dismissal of other fire service staff</u>	<u>Chief fire officer</u>
<u>Allocation of staff to meet strategic priorities</u>	<u>Chief fire officer</u>
<u>Configuration and organisation of resources</u>	<u>Chief fire officer</u>
<u>Deployment of resources to meet operational requirements</u>	<u>Chief fire officer</u>
<u>Balancing of competing operational needs</u>	<u>Chief fire officer</u>
<u>Expenditure up to certain (delegated) levels</u>	<u>Chief fire officer</u>

- Q41: Do you have any other comments to further support your answer to Q40?
- Q42: Are there any factors we should consider when implementing these proposals (Q40)?
- Q43: What factors should we consider when giving chief fire officers operational independence?
- Q44: What factors should we consider should we make chief fire officers corporations sole?
- Q45: To what extent do you agree or disagree that the responsibility for strategic and operational planning should be better distinguished?
- Q46: To what extent do you agree or disagree that the strategic plan should be the responsibility of the fire and rescue authority?
- Q47: To what extent do you agree or disagree that the operational plan should be the responsibility of the chief fire officer?
- Q48: Please provide the reasons for your response.