

**HUMBERSIDE FIRE AUTHORITY**

**FRIDAY, 24 JUNE 2022**

**PRESENT:**

**Members**

**Representing East Riding of Yorkshire Council:**

Councillors Abraham, Davison, Dennis, Green, Jefferson JP, Smith and West

**Representing Hull City Council:**

Councillors Belcher, Chambers and Neal

**Representing North East Lincolnshire Council:**

Councillors Lindley, Patrick and Swinburn

**Representing North Lincolnshire Council:**

Councillors Briggs (*Chairperson*), Grant and Sherwood

**Officers of Humberside Fire & Rescue Service**

Chris Blacksell - Chief Fire Officer & Chief Executive, Phil Shillito - Deputy Chief Fire Officer/Executive Director of Corporate Services, Christine Cooper - Executive Director of People and Development, Kevin Wilson - Executive Director of Finance/Section 151 Officer, Matthew Sutcliffe - Director of Service Improvement, Lisa Nicholson - Monitoring Officer/Secretary and Samm Campbell - Committee Manager

**Also in attendance:**

Gavin Marshall of the Fire Brigades Union attended as an observer.

The meeting was held at Service Headquarters, Hessle.

**71/22 APOLOGIES FOR ABSENCE** - Apologies for absence were submitted from Jonathan Evison (Police and Crime Commissioner) and Councillors Dad, Fox, McMurray, Nicola, Shepherd and Waltham MBE.

**72/22 DECLARATIONS OF INTEREST** - Councillor Abraham declared a non-pecuniary interest in Minute 84/22 insofar as she was a member of the Police and Crime Panel.

**73/22 MINUTES - Resolved** - That the minutes of the meeting of the Authority held on 10 June 2022 be received as a correct record.

**74/22 MINUTES OF THE GOVERNANCE, AUDIT AND SCRUTINY COMMITTEE - Resolved** - That the minutes of the Governance, Audit and Scrutiny Committee meeting held on 15 June 2022 received.

**75/22 QUESTIONS BY MEMBERS** - None.

**76/22 COMMUNICATIONS** - The Chairman provided verbal updates on the following items:

- (i) **Pay Award** - The Service had budgeted for a 2.5 percent pay increase for non-operational staff (Green Book) and would keep Members apprised. No claim had yet been made on behalf of Grey Book staff.
- (ii) **Recent Appointments** - Matthew Sutcliffe had been appointed to the role of Director of Service Improvement on a permanent basis and John Henderson was due to join the Service on 1 September 2022, having been appointed as Director of Prevention and Protection.

**77/22 ANNUAL STATEMENT OF ACCOUNTS 2020/21 (UNAUDITED)** - The Executive Director of Finance/Section 151 Officer submitted the unaudited Statement of Accounts for 2021/22.

The report presented the Authority's full unaudited Statement of Accounts for 2021/22 (attached at Appendix 1) and also highlighted below the key aspects of revenue and capital outturn for the year.

The Accounts were 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 and staff were praised for their hard work.

Members raised the following points:

- **Fire Stations** - Howden Fire Station required significant work. The Service had factored in the continued inflation in the price of materials as effectively as it could.
- **Electric Vehicles** - The Environmental and Sustainability Plan would lead to the Service increasing the number of electric vehicles in its fleet in the coming years. The Service had continued to research this and to assess different options for achieving this.
- **Capital Expenditure** - The Service planned to deliver the entire year's Capital Programme as well as projects delayed from 2021/22.
- **Audited Accounts** - The latest information from Mazars indicated that it would be able to audit the Authority's accounts by the 30 November 2022 deadline.

**Resolved** - (a) That the officers be thanked for their hard work in preparing the annual statement of accounts, and  
(b) that the Capital Programme Rephasing as stated at paragraph 8 of the report be approved.

**78/22 DRAFT ANNUAL PERFORMANCE REPORT** - The Director of Service Improvement submitted a report summarising the draft Annual Performance Report.

Each year, Humberside Fire Authority (HFA) published an Annual Performance Report (APR) detailing the performance information for the previous year. The 2021/22 APR included key data and information relating to prevention, protection, response, health, safety, environment and people activities, all of which proactively supported the delivery of the Strategic Plan. Appendix 1 included the draft APR for 2021/22 and provided a detailed overview of the Service's performance. However, the yearly financial information was not yet available to publish within the APR due to a technical issue affecting ICT infrastructure and data systems. An appendix would be added to the Report following its publication.

Members raised the following points:

- **Unwanted Fire Signals** - The Service routinely challenged all automated fire signals in order to try and assess whether they were unwanted. Some signals, while ultimately unwanted, were not so in the first instance - such incidents were registered as having been made with good intent. Members were keen to understand the issue further and requested that a report be brought to a future meeting of the Authority.
- **Complaints and Compliments** - The Service had seen an increase in the number of complaints received in recent months, as had other blue-light services such as Humberside Police. However the Core Code of Ethics was well-embedded within the organisation. Members noted that the number of compliments received by the Service had also increased.
- **Falls Service** - The Service was working to grow its falls service and had offered it to relevant organisations.

- **What Three Words** - The Service made use of the What Three Words application, having been instrumental in the product's launch. The Service used What Three Words to set rendezvous points for crews and partner organisations and to locate people making emergency calls, sometimes helping them to download the application while on a call with Control.

**Resolved** - (a) That the draft Annual Performance Report be approved, and

(b) that the Authority receive a report on unwanted fire signals at its meeting due to be held on 22 July 2022.

**79/22 OCCUPATIONAL HEALTH AND WELLBEING** - The Executive Director of People and Development submitted a report summarising the bi-annual Occupational Health and Wellbeing Report.

The Occupational Health and Wellbeing Report was published twice per annum and the appended report covered the period from October 2021 to March 2022.

Key projects had included:

- 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'

**Resolved** - That the report be received and that the Authority take assurance from the Service's approach supporting staff through the Occupational Health and Wellbeing team.

**80/22 WORKFORCE PLANNING** - The Executive Director of People and Development submitted a report summarising the draft Workforce Plan for 2022-25.

In March 2022 the Service's Workforce Plan had been updated to reflect current staffing levels and the retirement profile. It also evidenced how the Service met its obligations under the Community Risk Management Plan and optimised the use of the 24-hour shift system. Workforce planning meetings were held every quarter and attended by all heads of function. The Tactical Leadership Team meetings were held on a monthly basis.

Members raised the following points:

- **Recent Recruitment** - The Service had recently recruited 20 firefighters, of which 15 were full time equivalents and five were female. They were due to be operational in August 2022.
- **Resignation** - The Service had received 50 resignations in the reporting period. Every resignation was received by the Chief Fire Officer and leavers were invited to complete exit interviews. No particular trends had been identified, with employees leaving for a variety of reasons including retirement, relocation and career progression.

**Resolved** - That the Workforce Plan be approved.

**81/22 EXECUTIVE DIRECTORS DELEGATED AUTHORITY** - The Chief Fire Officer & Chief Executive submitted a report detailing the delegation of powers by the Fire Officer & Chief Executive to members of the Executive Team.

The Fire Authority delegated powers to the Chief Fire Officer & Chief Executive, as set out in Part 3, Section B of the Constitution:

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.”

The Constitution also allowed the Chief Fire Officer to further delegate those powers to other officers. Following the organisational restructure in March 2022 the Chief Fire Officer & Chief Executive reviewed his delegated powers which were set out at Appendix 1 to the report.

- Resolved** - (a) That the report be received, and
- (b) that the Authority be notified of any amendments.

**82/22 AMENDMENTS TO THE CONSTITUTION** - The Monitoring Officer/Secretary submitted a report summarising proposed amendments to the Constitution.

The proposed changes to the Constitution were detailed in the form of track-changes at Appendix 1 to the report.

- Resolved** - (a) That the proposed changes to the Constitution be approved, and
- (b) that Councillor Shepherd be appointed to the Pension Board.

**83/22 DRAFT ANTI-FRAUD AND CORRUPTION STATEMENT 2021/22** - The Director of Service Improvement & Monitoring Officer/ Secretary submitted the Anti-Fraud and Corruption Statement 2021/22.

The annual Anti-Fraud and Corruption Statement was produced in response to recommendations within an Internal Audit review of Counter Fraud Arrangements conducted during 2016/17. The Statement covered key actions taken throughout the reporting year to provide an assurance of the processes in place.

The Governance Audit and Scrutiny (GAS) Committee conducted Scrutiny of anti-fraud and corruption measures in 2018 and the report had been considered by the GAS Committee at the meeting held 15 June 2022.

**Resolved** - That the Anti-Fraud and Corruption Statement for 2020/21 as set out at Appendix 1 of the report be approved.

**84/21 REFORMING OUR FIRE AND RESCUE SERVICE WHITE PAPER AND CONSULTATION** - The Chief Fire Officer & Chief Executive submitted a report summarising the Government’s white paper and consultation in relation to fire and rescue services.

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. The Government was seeking views on the proposals within the white paper, via formal thematic consultation questions. The consultation exercise would be live for ten-weeks from 18 May 2022 to 26 July 2022 and the questions had been reproduced at Appendix 1 to the report.

**Resolved** - That a draft response to the white paper and consultation be submitted for consideration to the Authority’s meeting due to be held on 22 July 2022.

**85/22 EXCLUSION OF THE PRESS/PUBLIC - Resolved** - That the press and public be excluded from the meeting for consideration of the following item on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

In making its decision the Authority confirmed that having regard to all the circumstances it was satisfied that the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

**86/22 EMERGENCY SERVICES HUB - SCUNTHORPE** - The Director of Emergency Response submitted a report updating Members on the current position on the proposal from North Lincolnshire Council (NLC) to establish an Emergency Services Hub.

**Resolved** - That the Service be authorised to formally withdraw from the Scunthorpe Emergency Services Hub project until it represents value for money to the Authority and on the grounds that the existing fire station site provides a feasible alternative solution for the Service.