

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

|                                   |                                                                                                                                                                                                                         |
|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| To: Members of the Fire Authority | <b>Enquiries to:</b> Samm Campbell<br><b>Email:</b> <a href="mailto:committeemanager@humbersidefire.go.uk">committeemanager@humbersidefire.go.uk</a><br><b>Tel. Direct:</b> (01482) 393205<br><b>Date:</b> 14 July 2022 |
|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Dear Member

I hereby give you notice that a meeting of **HUMBERSIDE FIRE AUTHORITY** will be held on **FRIDAY, 22 JULY 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:** 838 5492 5170  
**Passcode:** 768286

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**

| Business                                                                                | Page Number   | Lead                             | Primary Action Requested |
|-----------------------------------------------------------------------------------------|---------------|----------------------------------|--------------------------|
| 1. Apologies for absence                                                                | -             | Monitoring Officer/<br>Secretary | To record                |
| 2. Declarations of Interest                                                             | -             | Monitoring Officer/<br>Secretary | To declare               |
| 3. Minutes of the Authority meeting held on 24 June 2022                                | (pages 1 - 5) | Chairperson                      | To approve               |
| 4(i). Minutes of the Governance, Audit and Scrutiny Sub-Committee held on 15 June 2022. | (pages 6 - 9) | Chairperson                      | To receive               |

| <b>Business</b>                                                                     | <b>Page Number</b> | <b>Lead</b>                                                             | <b>Primary Action Requested</b> |
|-------------------------------------------------------------------------------------|--------------------|-------------------------------------------------------------------------|---------------------------------|
| 4(ii). Minutes of the Pension Board held on 11 July 2022.                           | (pages 10 - 11)    | Chairperson                                                             | To receive                      |
| 5. Questions by Members                                                             | -                  | Monitoring Officer/<br>Secretary                                        | To receive                      |
| 6. Communications                                                                   | -                  | Chairperson &<br>Chief Fire Officer/<br>Chief Executive                 | To receive                      |
| 7. External Audit Strategy Memorandum                                               | (pages 12 - 42)    | Mazars                                                                  | To receive                      |
| 8. Management Accounts Period Ending 30 June 2022                                   | (pages 43 - 44)    | Executive Director of Finance/<br>S151 Officer                          | To receive                      |
| 9. Treasury Management Annual Report 2021/22                                        | (pages 45 - 51)    | Executive Director of Finance/<br>S151 Officer                          | To receive                      |
| 10. Draft Annual Statement of Assurance 2021/22                                     | (pages 52 - 55)    | Deputy Chief Fire Officer/<br>Executive Director of Corporate Services  | To approve                      |
| 11. Customer Service Excellence Standard 2022                                       | (pages 56 - 72)    | Deputy Chief Fire Officer/<br>Executive Director of Corporate Services  | To receive                      |
| 12. Reduction of Unwanted Fire Signals                                              | (pages 73 - 82)    | Assistant Chief Fire Officer/<br>Executive Director of Service Delivery | To receive                      |
| 13. Fire Standards Summary Report                                                   | (pages 83 - 97)    | Deputy Chief Fire Officer/<br>Executive Director of Corporate Services  | To receive                      |
| 14. Reforming our Fire and Rescue Service - White Paper - HFA Consultation Response | (pages 98 - 107)   | Chief Fire Officer/<br>Chief Executive                                  | To approve                      |
| 15. HMICFRS Update                                                                  | Verbal             | Deputy Chief Fire Officer/<br>Executive Director of Corporate Services  | To receive                      |
| 16. Chief Fire Officer Update                                                       | verbal             | Chief Fire Officer/<br>Chief Executive                                  | To receive                      |

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.





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

**4 JULY 2022**

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

Councillors Briggs attended as an observer.

Niall McKiniry - Assistant Chief Fire Officer/Executive Director of Service Delivery, Christine Cooper - Executive Director of People and Development, Martyn Ransom - Joint Deputy Chief Finance Officer, Steve Duffield - Temporary Director of Prevention and Protection, Matthew Sutcliffe - Director of Service Improvement, Steve Topham - Director of Emergency Response, Shaun Edwards - Head of Finance, Lisa Nicholson - Monitoring Officer/Secretary, Sam Campbell - Committee Manager, and Rob Close – Committee Manager were also present. Ross Woodley - External Auditor (Mazars) attended remotely.

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

*The Monitoring Officer/Secretary took the chair for Minute 49/22.*

**PROCEDURAL**

**49/22 ELECTION OF THE CHAIRPERSON OF THE COMMITTEE - *Resolved*** - That Pam Jackson be appointed Chairperson of the Governance, Audit and Scrutiny Committee for this meeting only.

*Pam Jackson took the chair.*

**50/22 APOLOGIES FOR ABSENCE** - Apologies for absence were received from Jim Doyle.

**51/22 DECLARATIONS OF INTEREST** - There were no declarations of interest.

**52/22 MINUTES - *Resolved*** – That, following Martyn Ransom’s addition to the attendance, the minutes of the meeting of the Committee held on 15 June 2022 be confirmed as a correct record as amended .

**53/22 MATTERS ARISING FROM THE MINUTES, OTHER THAN ON THE AGENDA** - There were no matters arising.

**GOVERNANCE**

**54/22 UPDATE: MATTERS ARISING/FEEDBACK FROM FIRE AUTHORITY** - The Monitoring Officer/Secretary provided feedback on items considered by the Fire Authority at its meetings of 24 June 2022.

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

**55/22 Draft Annual Statement of Assurance 2021/22** - The Director of Service Improvement submitted a report summarising the draft Annual Statement of Assurance for 2021/22.

As set out in the Fire and Rescue National Framework for England, the Statement of Assurance provided assurance that matters were shown due regard for the expectations set out within the Authority's Community Risk Management Plan (CRMP) and the Framework. Sound financial management was evident through a number of key processes. The Authority operated in accordance with CIPFA and SOLACE framework for corporate governance as detailed within the Annual Corporate Governance Statement. The Strategic Plan (SP) and the CRMP, annually reviewed with the Business Partnership Framework, considered necessary strategic objectives and took into account The National Framework.

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

## **AUDIT**

**56/22 External Audit Progress Update** - Ross Woodley (Mazars) presented a report updating the Committee on progress in relation to the external audit process.

Despite a number of challenges, HFA was one of the first authorities in the country to provide the 2021/22 financial statements. Mazars were approximately two thirds of the way through their audit which faced a minor challenge from equipment valuations which differed to previous assumptions following the appointment of a new valuer. A new leader for local audits, established through the Audit Reporting and Governance Authority (ARGA), was set to start work in September. Moreover, the National Audit Office (NAO) launched a new effectiveness tool for Audit and Assurance Committee to establish their effectiveness.

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

## **FINANCE AND PERFORMANCE**

**57/22 TREASURY MANAGEMENT ANNUAL REPORT 2021/22** - The Head of Finance submitted a report summarising the Treasury Management Annual Report for 2021/22.

The rate of return on the Authority's investments in 2021/22 had been lower than originally budgeted for due to lower interest rates than anticipated. No short term borrowing was undertaken within the course of 2021/22, however, taking advantage of lower interest rates, the Authority secured a favourable rate of long term borrowing. Generally, the Authority benefitted from a good amount of cash flow and a limited debt pressures.

The Committee was advised that, while there was no national threshold set limiting capital expenditure, the Authority operated within CIPFA's code on treasury management to ensure appropriate and responsible use of capital.

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

**58/22 ANNUAL STATEMENT OF ACCOUNTS 2021/22 (UNAUDITED)** - The Head of Finance submitted unaudited Annual Statement of Accounts for 2021/22.

The Annual Statement of Accounts for 2021/22 were produced ahead of the deadline 31 July 2022. In addition, the Committee asked what officers felt would be a likely pay award. The Head of Finance explained that pay awards would be determined at a national level, thus, the authority's allocated budget was unlikely to have a material impact. Additionally, the figure referred to accounted for inflationary pressures not just staffing costs. When the budget was set in December 2021, a pay award of 2.5 per cent appeared reasonable, however the unforeseen level of inflation, resulting from a number of external factors, could not have been predicted. Therefore, the importance of sufficient reserves to accommodate for variations in expenditure was stressed.

**Resolved -** That unaudited Annual Statement of Accounts for 2021/22 be received.

### **SCRUTINY PROGRAMME**

**59/22 Fire Standards** - The Director of Service Improvement submitted a report summarising the Committee's draft Scrutiny Programme 2022/23.

Fire Standards (FS) were expected to be a feature of Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) inspection programme going forward. Currently, there were 11 FS issued, with more still out for consultation, for an intended total of 23. FS sought to act as a key component of continuous improvement within the sector and provide a common standard of service. So far, the biggest change resulting from FS was changes to Fire Control which were primarily issued in 2021/22. The greatest challenge going forward was provision of driver training courses which were now qualifications linked to ISO data. The Fire Standards Board published a toolkit with each FS to support implementation and subsequent reporting. While no compulsory or recommended timescale was issued for FS adoption, compliance was expected to be managed through each Fire and Rescue Service (FRS). The Authority delegated responsibility for maintaining compliance with FS to the relevant directorates.

In response to questions raised, the following points were noted:

- **Current Challenges** – There were concerns that the resources to develop staff to keep up with the Emergency Response Driving FS may cause considerable challenges, particularly with limited providers. The necessity to regularly refresh codes of ethics may also lead to continual resource demands. As more FS were issued, effective forward planning for budgets was an area of concern, therefore particular attention would be given to consultation responses to anticipate future changes.
- **Common Professional Standards** – Officers were comfortable with the professionalism of their practices and appreciated the expectation for a common standard of service throughout the country.
- **College of Fire** – It was anticipated that in the future a College of Fire, similar to the virtual College of Policing model, would subsume the FSB for a longer term operating model.
- **Monitoring Compliance** – More practical methods of monitoring compliance were expected as it was appreciated that imposing data driven targets could divert resource allocation for those harder to monitor functions. Ultimately, it was hoped that a more qualitative approach would be adopted as seen through HMICFRS.
- **Governance** – The Authority's governance arrangements were inspected with the results being available for public scrutiny. Generally, it was felt that the Authority had a robust governance process in place with significant improvements made since its last inspection.
- **HMICFRS Inspections** – FS were expected to inform HMI inspections but wouldn't be immediately applicable for every aspect of fire and rescue.

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

**60/22 GAS COMMITTEE SCRUTINY PROGRAMME 2022/23** - The Committee Manager submitted a report summarising the Committee's Scrutiny Programme 2021/22.

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

## HUMBERSIDE FIRE AUTHORITY

## PENSION BOARD

11 JULY 2022

**PRESENT:**

Employer representatives: Councillor Shepherd (Chairperson) and Steve Topham (Director of Emergency Response)

Scheme Member representatives: Brian Johnson

Councillor Briggs attended an observer.

Kevin Wilson - Executive Director of Finance/Section 151 Officer and Scheme Manager, Martyn Ransom - Joint Deputy Chief Finance Officer, Sarah Keyes - Finance Officer, Lisa Nicholson - Monitoring Officer/Secretary and Samm Campbell - Committee Manager.

The meeting was held at the Humberside Fire and Rescue Service Headquarters, Kingston upon Hull. Meeting commenced at 10.30 a.m.

*The Monitoring Officer/Secretary took the chair for Minute 10/22.*

**PROCEDURAL**

**10/22 ELECTION OF THE CHAIRPERSON OF THE BOARD 2022/23 - *Resolved*** - That Councillor Shepherd be appointed Chairperson of the Pension Board until its Annual General Meeting in 2023.

*Councillor Shepherd took the chair.*

**11/22 APOLOGIES FOR ABSENCE** - There were no apologies for absence.

**12/22 DECLARATIONS OF INTEREST** - There were no declarations of interest.

**13/22 MINUTES - *Resolved*** - That the minutes of the meeting of the Board held on 31 January 2022 be confirmed as a correct record.

**14/22 MATTERS ARISING FROM THE MINUTES** - There were no matters arising from the minutes.

**15/22 CALENDAR OF BOARD MEETINGS 2022/23 - *Resolved*** - That the calendar of Board meetings be received.

**16/22 PENSION FUND ACCOUNT** - The Joint Deputy Chief Finance Officer submitted the Pension Fund Account which had been included in the draft Annual Accounts presented to the Fire Authority at its meeting of 24 June 2022.

**Resolved** - That the Pension Fund Account be received.

**17/22 REPORTING BREACHES** - The Finance Officer informed the Board that there had been no breaches since the meeting held on 31 January 2022.

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

**18/22 PENSION BOARD WORKSTREAMS UPDATE** - The Head of Finance submitted a report setting out an update on the Board's workstreams for 2022/23.

The Board was reminded that Members could submit requests for training. No complaints had yet been received during 2022/23. The pension fund administration key performance indicators showed good outcomes.

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

**19/22 ANY OTHER BUSINESS** – There were no items.

# Audit Strategy Memorandum

Humberside Fire Authority

Year ending 31 March 2022



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- 04** Significant risks and other key judgement areas
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- 07** Our commitment to independence
- 08** Materiality and misstatements

Appendix – Key communication points

This document is to be regarded as confidential to Humberside Fire Authority. It has been prepared for the sole use of the Authority and the Governance, Audit and Scrutiny Committee. No responsibility is accepted to any other person in respect of the whole or part of its contents. Our written consent must first be obtained before this document, or any part of it, is disclosed to a third party.





Humberside Fire Authority and Governance, Audit and Scrutiny Committee

Humberside Fire and Rescue Service Headquarters

Summergroves Way

Hull HU4 7BB

1 March 2022

Dear Sirs / Madams

Mazars LLP  
The Corner  
Bank Chambers  
26 Mosley Street  
Newcastle Upon Tyne  
NE1 1DF

## Audit Strategy Memorandum – Year ending 31 March 2022

We are pleased to present our Audit Strategy Memorandum for Humberside Fire Authority for the year ending 31 March 2022. The purpose of this document is to summarise our audit approach, highlight significant audit risks and areas of key judgements and provide you with the details of our audit team. As it is a fundamental requirement that an auditor is, and is seen to be, independent of its clients, section 7 of this document also summarises our considerations and conclusions on our independence as auditors. We consider two-way communication with you to be key to a successful audit and important in:

- reaching a mutual understanding of the scope of the audit and the responsibilities of each of us;
- sharing information to assist each of us to fulfil our respective responsibilities;
- providing you with constructive observations arising from the audit process; and
- ensuring that we, as external auditors, gain an understanding of your attitude and views in respect of the internal and external operational, financial, compliance and other risks facing Humberside Fire Authority for which may affect the audit, including the likelihood of those risks materialising and how they are monitored and managed.

With that in mind, we see this document, which has been prepared following our initial planning discussions with management, as being the basis for a discussion around our audit approach, any questions, concerns or input you may have on our approach or role as auditor. This document also contains an appendix that outlines our key communications with you during the course of the audit,

Client service is extremely important to us and we strive to provide technical excellence with the highest level of service quality, together with continuous improvement to exceed your expectations so, if you have any concerns or comments about this document or audit approach, please contact me on 0191 383 6300.

Yours faithfully

Signed: Garvin Barker  
Garvin Barker (Mar 1, 2022 17:23 GMT)

Garvin Barker

Mazars LLP

Mazars LLP – The Corner, Bank Chambers, 26 Mosley Street, Newcastle Upon Tyne, NE1 1DF

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We are registered to carry on audit work in the UK by the Institute of Chartered Accountants in England and Wales. Details about our audit registration can be viewed at [www.auditregister.org.uk](http://www.auditregister.org.uk) under reference number C001139861. VAT number: 839 8356 73

# 01

## Section 01: **Engagement and responsibilities summary**

# 1. Engagement and responsibilities summary

## Overview of engagement

We are appointed to perform the external audit of Humberside Fire Authority for the year to 31 March 2022. The scope of our engagement is set out in the Statement of Responsibilities of Auditors and Audited Bodies, issued by Public Sector Audit Appointments Ltd (PSAA) available from the PSAA website: <https://www.psaa.co.uk/managing-audit-quality/statement-of-responsibilities-of-auditors-and-audited-bodies/>. Our responsibilities are principally derived from the Local Audit and Accountability Act 2014 (the 2014 Act) and the Code of Audit Practice issued by the National Audit Office (NAO), as outlined below.

### Audit opinion

We are responsible for forming and expressing an opinion on the financial statements. Our audit does not relieve management or the Authority, as those charged with governance, of their responsibilities.

The Executive Director of Corporate Services is responsible for the assessment of whether it is appropriate for the Authority to prepare its accounts on a going concern basis. As auditors, we are required to obtain sufficient appropriate audit evidence regarding, and conclude on: a) whether a material uncertainty related to going concern exists; and b) consider the appropriateness of the Executive Director of Corporate Services' use of the going concern basis of accounting in the preparation of the financial statements.

### Value for money

We are also responsible for forming a commentary on the arrangements that the Authority has in place to secure economy, efficiency and effectiveness in its use of resources. We discuss our approach to Value for Money work further in section 5 of this report.



### Fraud

The responsibility for safeguarding assets and for the prevention and detection of fraud, error and non-compliance with law or regulations rests with both those charged with governance and management. This includes establishing and maintaining internal controls over reliability of financial reporting.

As part of our audit procedures in relation to fraud we are required to enquire of those charged with governance, including key management as to their knowledge of instances of fraud, the risk of fraud and their views on internal controls that mitigate the fraud risks. In accordance with International Standards on Auditing (UK), we plan and perform our audit so as to obtain reasonable assurance that the financial statements taken as a whole are free from material misstatement, whether caused by fraud or error. However our audit should not be relied upon to identify all such misstatements.

### Wider reporting and electors' rights

We report to the NAO on the consistency of the Authority's financial statements with its Whole of Government Accounts (WGA) submission.

The 2014 Act requires us to give an elector, or any representative of the elector, the opportunity to question us about the accounting records of the Authority and consider any objection made to the accounts. We also have a broad range of reporting responsibilities and powers that are unique to the audit of local authorities in the United Kingdom

# 02

## Section 02: **Your audit engagement team**

## 2. Your audit engagement team

The Engagement Lead and Engagement Manager for this audit are unchanged but Wanda Khonjwayo has replaced Louise Allison as team leader. The key members of this year's audit team are set out below:

| Who                    | Role                              | E-mail                                                                         |
|------------------------|-----------------------------------|--------------------------------------------------------------------------------|
| Gavin Barker, CPFA     | Director and Engagement Lead      | <a href="mailto:gavin.barker@mazars.co.uk">gavin.barker@mazars.co.uk</a>       |
| Ross Woodley, CPFA     | Manager                           | <a href="mailto:Ross.Woodley@mazars.co.uk">Ross.Woodley@mazars.co.uk</a>       |
| Wanda Khonjwayo, SAICA | Team Leader and Assistant Manager | <a href="mailto:Wanda.Khonjwayo@mazars.co.uk">Wanda.Khonjwayo@mazars.co.uk</a> |



|                                         |                                   |                                    |                                           |                 |                                   |                                |                               |            |
|-----------------------------------------|-----------------------------------|------------------------------------|-------------------------------------------|-----------------|-----------------------------------|--------------------------------|-------------------------------|------------|
| Engagement and responsibilities summary | <b>Your audit engagement team</b> | Audit scope, approach and timeline | Significant risks and key judgement areas | Value for money | Fees for audit and other services | Our commitment to independence | Materiality and misstatements | Appendices |
|-----------------------------------------|-----------------------------------|------------------------------------|-------------------------------------------|-----------------|-----------------------------------|--------------------------------|-------------------------------|------------|

# 03

Section 03:

**Audit scope, approach and timeline**

# 3. Audit scope, approach and timeline

## Audit scope

Our audit approach is designed to provide an audit that complies with all professional requirements.

Our audit of the financial statements will be conducted in accordance with International Standards on Auditing (UK), relevant ethical and professional standards, our own audit approach and in accordance with the terms of our engagement. Our work is focused on those aspects of your activities which we consider to have a higher risk of material misstatement, such as those impacted by management judgement and estimation, application of new accounting standards, changes of accounting policy, changes to operations or areas which have been found to contain material errors in the past.

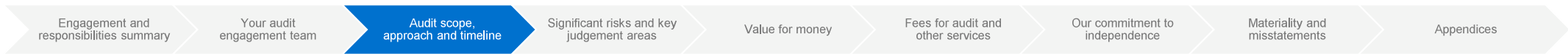
## Audit approach

Our audit approach is risk-based and primarily driven by the issues that we consider lead to a higher risk of material misstatement of the accounts. Once we have completed our risk assessment, we develop our audit strategy and design audit procedures in response to this assessment.

If we conclude that appropriately-designed controls are in place then we may plan to test and rely upon these controls. If we decide controls are not appropriately designed, or we decide it would be more efficient to do so, we may take a wholly substantive approach to our audit testing. Substantive procedures are audit procedures designed to detect material misstatements at the assertion level and comprise: tests of details (of classes of transactions, account balances, and disclosures); and substantive analytical procedures. Irrespective of the assessed risks of material misstatement, which take into account our evaluation of the operating effectiveness of controls, we are required to design and perform substantive procedures for each material class of transactions, account balance, and disclosure.

Our audit will be planned and performed so as to provide reasonable assurance that the financial statements are free from material misstatement and give a true and fair view. The concept of materiality and how we define a misstatement is explained in more detail in section 8.

The diagram on the next page outlines the procedures we perform at the different stages of the audit.



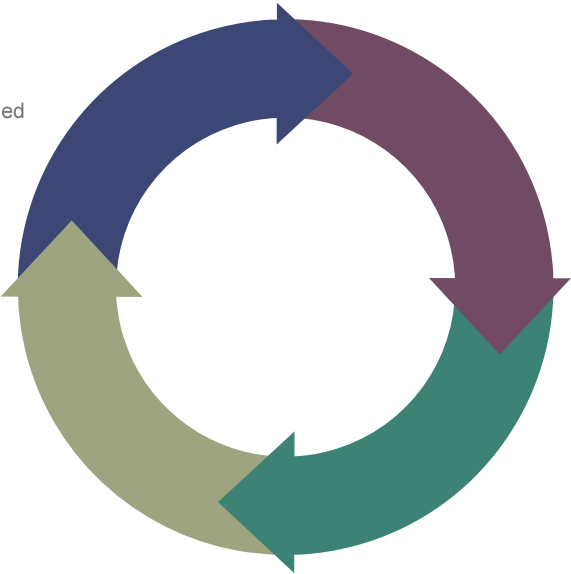
### 3. Audit scope, approach and timeline

**Planning** January – March 2022

- Planning visit and developing our understanding of the Authority.
- Initial opinion and value for money risk assessments
- Considering proposed accounting treatments and accounting policies
- Developing the audit strategy and planning the audit work to be performed
- Agreeing timetable and deadlines
- Preliminary analytical review

**Completion** September 2022

- Final review and disclosure checklist of financial statements
- Final Director review
- Agreeing content of letter of representation
- Reporting to the Authority and Governance, Audit and Scrutiny Committee
- Reviewing subsequent events
- Signing the auditor’s report

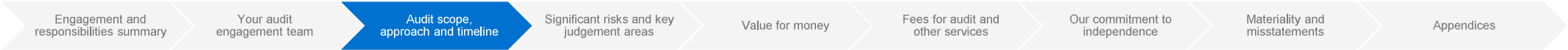


**Interim** March 2022

- Documenting systems and controls
- Performing walkthroughs
- Design and implementation review of IT general controls
- Early substantive testing of transactions
- Reassessment of audit plan and revision if necessary

**Fieldwork** June to July 2022

- Receiving and reviewing draft financial statements
- Reassessment of audit plan and revision if necessary
- Executing the strategy starting with significant risks and high risk areas
- Communicating progress and issues
- Clearance meeting





### 3. Audit scope, approach and timeline

#### Reliance on internal audit

Where possible we will seek to utilise the work performed by internal audit to modify the nature, extent and timing of our audit procedures. We will liaise with internal audit to consider the progress and findings of their work prior to the commencement of any controls testing.

If we decide to place reliance on the work on internal audit, we will evaluate the work performed by your internal audit team and perform our own audit procedures to determine its adequacy for our audit.

#### Management’s and our experts

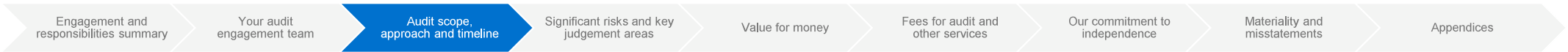
Management makes use of experts in specific areas when preparing the Authority’s financial statements. We also use experts to assist us to obtain sufficient appropriate audit evidence on specific items of account.

| Item of account                         | Management’s expert                                                | Our expert                     |
|-----------------------------------------|--------------------------------------------------------------------|--------------------------------|
| Defined benefit liability               | Government Actuary’s Department (FFPS) and Hymans Robertson (LGPS) | NAO’s Consulting Actuary (PWC) |
| Property, plant and equipment valuation | Clark Weightman                                                    |                                |
| Financial instruments                   | Link Asset Services                                                |                                |

#### Service organisations

International Auditing Standards (UK) (ISAs) define service organisations as third party organisations that provide services to the Authority that are part of its information systems relevant to financial reporting. We are required to obtain an understanding of the services provided by service organisations as well as evaluating the design and implementation of controls over those services. The table below summarises the service organisations used by the Authority and our planned audit approach.

| Items of account                                                                                                                                          | Service organisation             | Audit approach                                                                                                                                                                                                                                                                                                                                                                                      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Processing the payroll system underpinning expenditure figures and remuneration disclosures within the financial statements.                              | East Riding of Yorkshire Council | We are also the auditor of the Council and have direct access to accounting records and staff. Accordingly, we can substantively test the financial statements in the same way as if the Authority did not rely on a service organisation. We will review and document the controls in place for production of the financial statements and also within the material financial information systems. |
| Processing the treasury management system underpinning loans and investment figures and financial instrument disclosures within the financial statements. | Hull City Council                | We are also the auditor of the Council and have direct access to accounting records and staff. Accordingly, we can substantively test the financial statements in the same way as if the Authority did not rely on a service organisation. We will review and document the controls in place for production of the financial statements and also within the material financial information systems. |



# 04

Section 04:

**Significant risks and other key  
judgement areas**

# 4. Significant risks and other key judgement areas

Following the risk assessment approach discussed in section 3 of this document, we have identified risks relevant to the audit of financial statements. The risks that we identify are categorised as significant, enhanced or standard. The definitions of the level of risk rating are given below:

## Significant risk

A significant risk is an identified and assessed risk of material misstatement that, in the auditor's judgment, requires special audit consideration. For any significant risk, the auditor shall obtain an understanding of the entity's controls, including control activities relevant to that risk.

## Enhanced risk

An enhanced risk is an area of higher assessed risk of material misstatement at audit assertion level other than a significant risk. Enhanced risks require additional consideration but does not rise to the level of a significant risk, these include but may not be limited to:

- key areas of management judgement, including accounting estimates which are material but are not considered to give rise to a significant risk of material misstatement; and
- other audit assertion risks arising from significant events or transactions that occurred during the period.

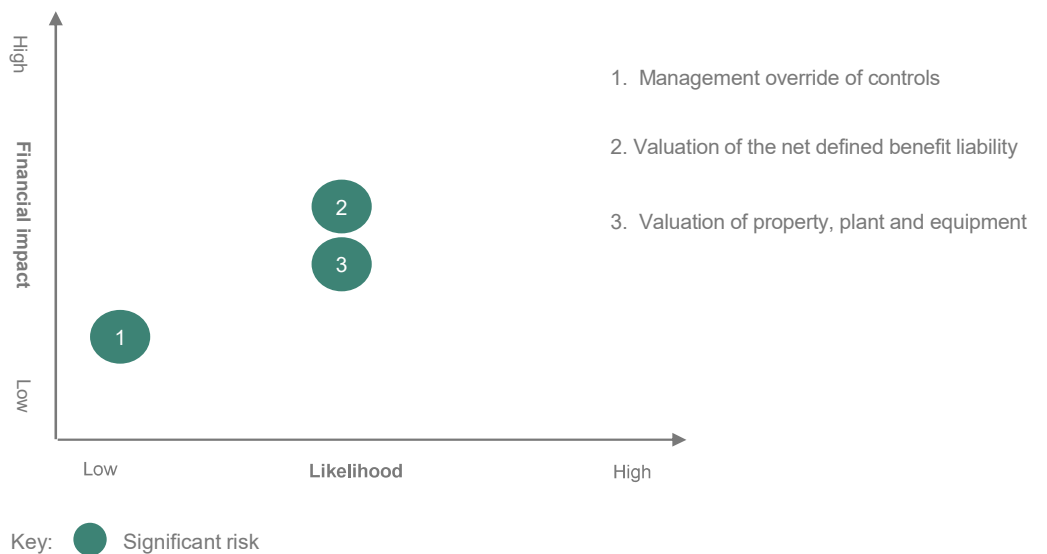
These should include all areas of judgement and significant estimation uncertainty reported by the Council in the financial statements, which would be expected to give rise to enhanced audit risks as relevant.

## Standard risk

This is related to relatively routine, non-complex transactions that tend to be subject to systematic processing and require little management judgement. Although it is considered that there is a risk of material misstatement (RMM), there are no elevated or special factors related to the nature, the likely magnitude of the potential misstatements or the likelihood of the risk occurring.

## Summary risk assessment

The summary risk assessment, illustrated in the table below, highlights those risks which we deem to be significant and other enhanced risks in respect of the Authority. We have summarised our audit response to these risks on the next page.



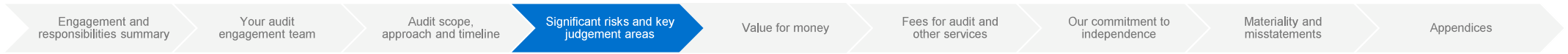
# 4. Significant risks and other key judgement areas

## Specific identified audit risks and planned testing strategy

We have presented below in more detail the reasons for the risk assessment highlighted above, and also our testing approach with respect to significant risks. An audit is a dynamic process, should we change our view of risk or approach to address the identified risks during the course of our audit, we will report this to the Authority and Governance, Audit and Scrutiny Committee

## Significant risks

|   | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Fraud | Error | Judgement | Planned response                                                                                                                                                                                                                                                                                                                                                                                                           |
|---|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|-------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | <p><b>Management override of controls</b></p> <p>This is a mandatory significant risk on all audits due to the unpredictable way in which such override could occur.</p> <p>Management at various levels within an organisation are in a unique position to perpetrate fraud because of their ability to manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively. Due to the unpredictable way in which such override could occur there is a risk of material misstatement due to fraud on all audits.</p> | ●     | ○     | ○         | <p>We plan to address the management override of controls risk through performing audit work over accounting estimates, journal entries and significant transactions outside the normal course of business or otherwise unusual.</p> <p>We will use a computer audit analytical technique (CAAT) to efficiently identify journals with risk characteristics and test 100% of such adjustments to the financial ledger.</p> |



## 4. Significant risks and other key judgement areas

### Significant risks

|   | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Fraud | Error | Judgement | Planned response                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|-------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2 | <b>Net defined benefit liability valuation</b><br>The financial statements contain material pension entries in respect of retirement benefits. The calculation of these pension figures, both assets and liabilities, can be subject to significant volatility and includes estimates based upon a complex interaction of actuarial assumptions. This results in an increased risk of material misstatement.                                                                                                                                                                                                                                                                                                                                                             | ○     | ●     | ●         | We will discuss with key contacts any significant changes to the pension estimates. In addition to our standard programme of work in this area, we will evaluate the management controls you have in place to assess the reasonableness of the figures provided by the Actuary and consider the reasonableness of the Actuary's output, referring to an expert's report on all actuaries nationally.<br><br>We will review the appropriateness of the key assumptions included within the valuations, compare them to expected ranges and review the methodology applied in the valuation. We will consider the adequacy of disclosures in the financial statements.<br><br>We will also seek assurance from the audit of East Riding Pension Fund.                                         |
| 3 | <b>Valuation of property, plant and equipment (PPE)</b><br>The financial statements contain material entries on the Balance Sheet as well as material disclosure notes in relation to the Authority's holding of PPE. Although the Authority uses a valuation expert to provide information on valuations, there remains a high degree of estimation uncertainty associated with the revaluation of PPE due to the significant judgements and number of variables involved in providing revaluations. In addition, the Authority have engaged a new valuer in 2021/22 and there are frequently significant revaluation movements in the year that an Authority changes its' valuer. We have therefore identified the valuation of PPE to be an area of significant risk. | ○     | ●     | ●         | We plan to address this risk by considering the Authority's arrangements for ensuring that PPE values are reasonable and we will use data on valuation trends and relevant indices to assess the reasonableness of the valuations provided by the external valuer. We will also assess the competence, skills and experience of the valuer.<br><br>We plan to discuss methods used with the valuer and examine any test valuations. We will use indices provided by NAO's valuation expert (Gerald Eve) to confirm the assets not revalued are unlikely to have materially changed in value. We will test the revaluations in year to valuation reports and supporting calculation sheets and ensure that the calculations are correct and source data agrees with floor plans and indices. |

Engagement and responsibilities summary

Your audit engagement team

Audit scope, approach and timeline

Significant risks and key judgement areas

Value for money

Fees for audit and other services

Our commitment to independence

Materiality and misstatements

Appendices

# 05

## Section 05: **Value for money**

# 5. Value for money

## The framework for Value for Money work

We are required to form a view as to whether the Authority has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources. The NAO issues guidance to auditors that underpins the work we are required to carry out in order to form our view, and sets out the overall criterion and sub-criteria that we are required to consider.

2021/22 will be the second audit year where we are undertaking our value for money (VFM) work under the 2020 Code of Audit Practice (the Code). Our responsibility remains to be satisfied that the Authority has proper arrangements in place and to report in the audit report and/or the audit completion certificate where we identify significant weaknesses in arrangements. Separately we provide a commentary on the Authority's arrangements in the Auditor's Annual Report.

## Specified reporting criteria

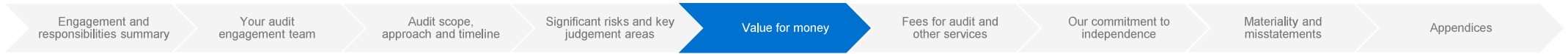
The Code requires us to structure our commentary to report under three specified criteria:

- 1. **Financial sustainability** – how the Authority plans and manages its resources to ensure it can continue to deliver its services
- 2. **Governance** – how the Authority ensures that it makes informed decisions and properly manages its risks
- 3. **Improving economy, efficiency and effectiveness** – how the Authority uses information about its costs and performance to improve the way it manages and delivers its services

## Our approach

Our work falls into three primary phases as outlined opposite. We need to gather sufficient evidence to support our commentary on the Authority's arrangements and to identify and report on any significant weaknesses in arrangements. Where significant weaknesses are identified we are required to report these to the Authority and make recommendations for improvement. Such recommendations can be made at any point during the audit cycle and we are not expected to wait until issuing our overall commentary to do so.

|                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Planning and risk assessment                    | <p>Obtaining an understanding of the Authority's arrangements for each specified reporting criteria. Relevant information sources will include:</p> <ul style="list-style-type: none"><li>• NAO guidance and supporting information</li><li>• Information from internal and external sources including regulators</li><li>• Knowledge from previous audits and other audit work undertaken in the year</li><li>• Interviews and discussions with staff and members</li></ul>                                                                     |
| Additional risk based procedures and evaluation | <p>Where our planning work identifies risks of significant weaknesses, we will undertake additional procedures to determine whether there is a significant weakness.</p>                                                                                                                                                                                                                                                                                                                                                                         |
| Reporting                                       | <p>We will provide a summary of the work we have undertaken and our judgements against each of the specified reporting criteria as part of our commentary on arrangements. This will form part of the Auditor's Annual Report.</p> <p>Our commentary will also highlight:</p> <ul style="list-style-type: none"><li>• Significant weaknesses identified and our recommendations for improvement</li><li>• Emerging issues or other matters that do not represent significant weaknesses but still require attention from the Authority</li></ul> |

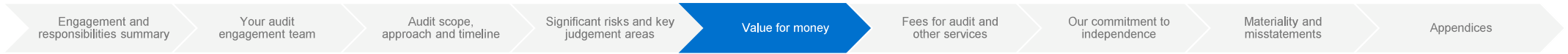


# 5. Value for money

## Identified risks of significant weaknesses in arrangements

The NAO's guidance requires us to carry out work at the planning stage to understand the Authority's arrangements and to identify risks that significant weaknesses in arrangements may exist.

Although we have not fully completed our planning and risk assessment work, we have not identified any risks of significant weaknesses in arrangements in our planning to date. We will report any further identified risks to the Governance, Audit and Scrutiny Committee on completion of our planning and risk identification work. We issued our Auditor's Annual Report on our 2020/21 work in January 2022, which included the VFM Commentary required by the Code. This did not identify any significant weaknesses in arrangements or make any recommendations.





# 06

Section 06:

**Fees for audit and other services**

# 6. Fees for audit and other services

## Fees for work as the Authority’s appointed auditor

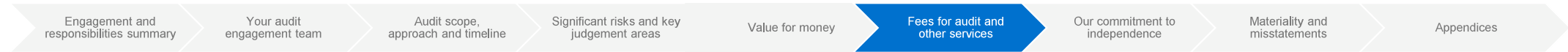
In the 2020/21 Auditor’s Annual Report that we presented to the Governance, Audit and Scrutiny Committee on 7 February 2022 we explained that in addition to recurring fees from 2019/20 of £4,966 due to increased regulatory pressures there would be additional recurring fees in respect of the additional work required under the new Code from 2020/21 onwards. We set these fees at the minimum of the range in Public Sector Audit Appointments Limited’s (PSAA) consultation document as explained in the Auditor’s Annual Report. We are still awaiting approval from for these fees, but we have included them in the table below for transparency.

At this stage we are not proposing any fee increase in 2021/22 from our final fees for 2020/21.

| Area of work                                                                | 2021/22 Proposed Fee | 2020/21 Actual Fee |
|-----------------------------------------------------------------------------|----------------------|--------------------|
| Code Audit Work                                                             | £24,561              | £24,561            |
| Recurring increases in the base audit fee arising from regulatory pressures | £4,966               | £4,966             |
| Additional fees in respect of the new VFM approach                          | £5,000               | £5,000             |
| Additional fees in respect of the revised ISA540 (accounting estimates)     | £1,900               | £1,900             |
| Total fees                                                                  | £36,427              | £36,427            |

## Fees for non-PSAA work

At this stage we are not expecting to undertake any non-PSAA work at the Authority in 2021/22 .



# 07

## Section 07: **Our commitment to independence**

# 7. Our commitment to independence

We are committed to independence and are required by the Financial Reporting Council to confirm to you at least annually in writing that we comply with the FRC's Ethical Standard. In addition, we communicate any matters or relationship which we believe may have a bearing on our independence or the objectivity of the audit team.

Based on the information provided by you and our own internal procedures to safeguard our independence as auditors, we confirm that in our professional judgement there are no relationships between us and any of our related or subsidiary entities, and you and your related entities creating any unacceptable threats to our independence within the regulatory or professional requirements governing us as your auditors.

We have policies and procedures in place which are designed to ensure that we carry out our work with integrity, objectivity and independence. These policies include:

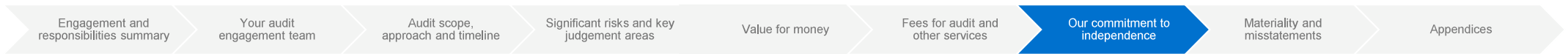
- all partners and staff are required to complete an annual independence declaration;
- all new partners and staff are required to complete an independence confirmation and also complete computer based ethical training;
- rotation policies covering audit engagement partners and other key members of the audit team; and
- use by managers and partners of our client and engagement acceptance system which requires all non-audit services to be approved in advance by the audit engagement partner.

We confirm, as at the date of this document, that the engagement team and others in the firm as appropriate, Mazars LLP are independent and comply with relevant ethical requirements. However, if at any time you have concerns or questions about our integrity, objectivity or independence please discuss these with Gavin Barker in the first instance.

Prior to the provision of any non-audit services Gavin Barker will undertake appropriate procedures to consider and fully assess the impact that providing the service may have on our auditor independence.

No threats to our independence have been identified.

Any emerging independence threats and associated identified safeguards will be communicated in our Audit Completion Report.



# 08

## Section 08: **Materiality and misstatements**

# 8. Materiality and misstatements

## Summary of initial materiality thresholds

| Threshold                                                                                                  | Initial threshold<br>£'000s |
|------------------------------------------------------------------------------------------------------------|-----------------------------|
| Overall materiality                                                                                        | 1,454                       |
| Performance materiality                                                                                    | 1,163                       |
| Specific materiality                                                                                       |                             |
| • Senior officer remuneration                                                                              | 5                           |
| • Members expenses and exit packages                                                                       | 1                           |
| Trivial threshold for errors to be reported to the Authority and Governance, Audit and Scrutiny Committee. | 44                          |

## Materiality

Materiality is an expression of the relative significance or importance of a particular matter in the context of financial statements as a whole.

Misstatements in financial statements are considered to be material if they, individually or in aggregate, could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

Judgements on materiality are made in light of surrounding circumstances and are affected by the size and nature of a misstatement, or a combination of both. Judgements about materiality are based on consideration of the common financial information needs of users as a group and not on specific individual users.

The assessment of what is material is a matter of professional judgement and is affected by our perception of the financial information needs of the users of the financial statements. In making our assessment we assume that users:

- have a reasonable knowledge of business, economic activities and accounts;
- have a willingness to study the information in the financial statements with reasonable diligence;
- understand that financial statements are prepared, presented and audited to levels of materiality;
- recognise the uncertainties inherent in the measurement of amounts based on the use of estimates, judgement and the consideration of future events; and
- will make reasonable economic decisions on the basis of the information in the financial statements.

We consider materiality whilst planning and performing our audit based on quantitative and qualitative factors.

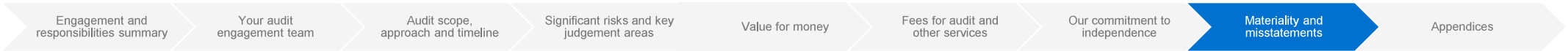
Whilst planning, we make judgements about the size of misstatements which we consider to be material and which provides a basis for determining the nature, timing and extent of risk assessment procedures, identifying and assessing the risk of material misstatement and determining the nature, timing and extent of further audit procedures.

The materiality determined at the planning stage does not necessarily establish an amount below which uncorrected misstatements, either individually or in aggregate, will be considered as immaterial.

We revise materiality for the financial statements as our audit progresses should we become aware of information that would have caused us to determine a different amount had we been aware of that information at the planning stage.

Our provisional materiality is set based on a benchmark of 2% of gross expenditure. We will identify a figure for materiality but identify separate levels for procedures designed to detect individual errors, and also a level above which all identified errors will be reported to the Authority and Governance, Audit and Scrutiny Committee.

We consider that gross expenditure remains the key focus of users of the financial statements and, as such, we base our materiality levels around this benchmark.



# 8. Materiality and misstatements

## Materiality (continued)

We expect to set a materiality threshold at 2% of gross revenue expenditure at the surplus / deficit level after excluding exceptional items and revaluation and impairment gains and losses. Based on the 2020/21 audited financial statements we anticipate the overall materiality for the year ending 31 March 2022 to be in the region of £1.5m ( £1.5m in the prior year).

After setting initial materiality, we continue to monitor materiality throughout the audit to ensure that it is set at an appropriate level.

## Performance Materiality

Performance materiality is the amount or amounts set by the auditor at less than materiality for the financial statements as a whole to reduce, to an appropriately low level, the probability that the aggregate of uncorrected and undetected misstatements exceeds materiality for the financial statements as a whole. Our initial assessment of performance materiality is based on low inherent risk, meaning that we have applied 80% of overall materiality as performance materiality.

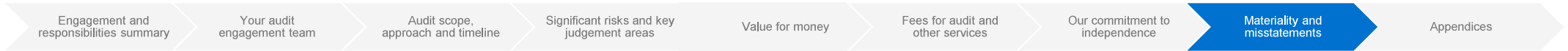
## Misstatements

We accumulate misstatements identified during the audit that are other than clearly trivial. We set a level of triviality for individual errors identified (a reporting threshold) for reporting to the Authority and Governance, Audit and Scrutiny Committee that is consistent with the level of triviality that we consider would not need to be accumulated because we expect that the accumulation of such amounts would not have a material effect on the financial statements. Based on our preliminary assessment of overall materiality, our proposed triviality threshold is £44,000 based on 3% of overall materiality. If you have any queries about this please do not hesitate to raise these with Gavin Barker.

## Reporting to the Authority and Governance, Audit and Scrutiny Committee

The following three types of audit differences above the trivial threshold will be presented to the Authority and Governance, Audit and Scrutiny Committee:

- summary of adjusted audit differences;
- summary of unadjusted audit differences; and
- summary of disclosure differences (adjusted and unadjusted).





## Appendix: Key communication points



# Appendix: Key communication points

We value communication with Those Charged With Governance as a two way feedback process at the heart of our client service commitment. ISA 260 (UK) 'Communication with Those Charged with Governance' and ISA 265 (UK) 'Communicating Deficiencies In Internal Control To Those Charged With Governance And Management' specifically require us to communicate a number of points with you.

Relevant points that need to be communicated with you at each stage of the audit are outlined below.

## Form, timing and content of our communications

We will present the following reports:

- Audit Strategy Memorandum;
- Audit Completion Report; and
- Auditor's Annual Report

These documents will be discussed with management prior to being presented to yourselves and their comments will be incorporated as appropriate.

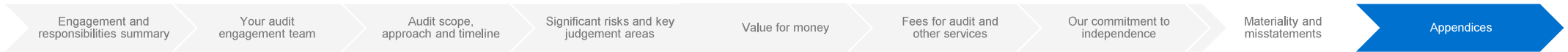
## Key communication points at the planning stage as included in this Audit Strategy Memorandum

- Our responsibilities in relation to the audit of the financial statements;
- The planned scope and timing of the audit;
- Significant audit risks and areas of management judgement;

- Our commitment to independence;
- Responsibilities for preventing and detecting errors;
- Materiality and misstatements; and
- Fees for audit and other services.

## Key communication points at the completion stage to be included in our Audit Completion Report

- Significant deficiencies in internal control;
- Significant findings from the audit;
- Significant matters discussed with management;
- Our conclusions on the significant audit risks and areas of management judgement;
- Summary of misstatements;
- Management representation letter;
- Our proposed draft audit report; and
- Independence.



# Appendix: Key communication points

ISA (UK) 260 ‘Communication with Those Charged with Governance’, ISA (UK) 265 ‘Communicating Deficiencies In Internal Control To Those Charged With Governance And Management’ and other ISAs (UK) specifically require us to communicate the following:

| Required communication                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Where addressed                                                                                                                                    |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| Our responsibilities in relation to the financial statement audit and those of management and those charged with governance.                                                                                                                                                                                                                                                                                                                                                  | Audit Strategy Memorandum                                                                                                                          |
| The planned scope and timing of the audit including any limitations, specifically including with respect to significant risks.                                                                                                                                                                                                                                                                                                                                                | Audit Strategy Memorandum                                                                                                                          |
| With respect to misstatements: <ul style="list-style-type: none"> <li>• uncorrected misstatements and their effect on our audit opinion;</li> <li>• the effect of uncorrected misstatements related to prior periods;</li> <li>• a request that any uncorrected misstatement is corrected; and</li> <li>• in writing, corrected misstatements that are significant.</li> </ul>                                                                                                | Audit Completion Report                                                                                                                            |
| With respect to fraud communications: <ul style="list-style-type: none"> <li>• enquiries of the Authority and Governance, Audit and Scrutiny Committee.</li> <li>• to determine whether they have a knowledge of any actual, suspected or alleged fraud affecting the entity;</li> <li>• any fraud that we have identified or information we have obtained that indicates that fraud may exist; and</li> <li>• a discussion of any other matters related to fraud.</li> </ul> | Audit Completion Report and discussion at the Authority and Governance, Audit and Scrutiny Committee.<br><br>Audit planning and clearance meetings |

## Appendix: Key communication points

| Required communication                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Where addressed         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| <p>Significant matters arising during the audit in connection with the entity's related parties including, when applicable:</p> <ul style="list-style-type: none"> <li>• non-disclosure by management;</li> <li>• inappropriate authorisation and approval of transactions;</li> <li>• disagreement over disclosures;</li> <li>• non-compliance with laws and regulations; and</li> <li>• difficulty in identifying the party that ultimately controls the entity.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Audit Completion Report |
| <p>Significant findings from the audit including:</p> <ul style="list-style-type: none"> <li>• our view about the significant qualitative aspects of accounting practices including accounting policies, accounting estimates and financial statement disclosures;</li> <li>• significant difficulties, if any, encountered during the audit;</li> <li>• significant matters, if any, arising from the audit that were discussed with management or were the subject of correspondence with management;</li> <li>• written representations that we are seeking;</li> <li>• expected modifications to the audit report; and</li> <li>• other matters, if any, significant to the oversight of the financial reporting process or otherwise identified in the course of the audit that we believe will be relevant to the Authority and Governance, Audit and Scrutiny Committee in the context of fulfilling their responsibilities.</li> </ul> | Audit Completion Report |
| Significant deficiencies in internal controls identified during the audit.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Audit Completion Report |
| Where relevant, any issues identified with respect to authority to obtain external confirmations or inability to obtain relevant and reliable audit evidence from other procedures.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Audit Completion Report |

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## Appendix: Key communication points

| Required communication                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Where addressed                                                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| Audit findings regarding non-compliance with laws and regulations where the non-compliance is material and believed to be intentional (subject to compliance with legislation on tipping off) and enquiry of the Authority and Governance, Audit and Scrutiny Committee into possible instances of non-compliance with laws and regulations that may have a material effect on the financial statements and that the Authority and Governance, Audit and Scrutiny Committee. may be aware of.                  | Audit Completion Report and the Authority and Governance, Audit and Scrutiny Committee. meetings |
| With respect to going concern, events or conditions identified that may cast significant doubt on the entity's ability to continue as a going concern, including: <ul style="list-style-type: none"> <li>whether the events or conditions constitute a material uncertainty;</li> <li>whether the use of the going concern assumption is appropriate in the preparation and presentation of the financial statements; and</li> <li>the adequacy of related disclosures in the financial statements.</li> </ul> | Audit Completion Report                                                                          |
| Reporting on the valuation methods applied to the various items in the annual financial statements including any impact of changes of such methods                                                                                                                                                                                                                                                                                                                                                             | Audit Completion Report                                                                          |
| Indication of whether all requested explanations and documents were provided by the entity                                                                                                                                                                                                                                                                                                                                                                                                                     | Audit Completion Report                                                                          |

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Appendices

## Gavin Barker, Director – Public and Social Sector

[gavin.barker@mazars.co.uk](mailto:gavin.barker@mazars.co.uk)

### **Mazars**

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Newcastle Upon Tyne  
NE1 1DF

Mazars is an internationally integrated partnership, specialising in audit, accountancy, advisory, tax and legal services\*. Operating in over 90 countries and territories around the world, we draw on the expertise of 40,400 professionals – 24,400 in Mazars' integrated partnership and 16,000 via the Mazars North America Alliance – to assist clients of all sizes at every stage in their development.

\*where permitted under applicable country laws.

**mazars**



Humberside Fire Authority  
22 July 2022

Report by the  
Executive Director of Finance/S.151  
Officer

## MANAGEMENT ACCOUNTS 2022/23 – BASED ON PERIOD ENDING 30 JUNE 2022

### SUMMARY

1. This report highlights the current financial position based on information to 30 June 2022.
2. The end of year projections are set out below for the revenue budget, the capital programme and the pensions account.

### RECOMMENDATIONS

3. That Members take assurance from this report and the Authority's financial position for the period ending 30 June 2022.

### PERIOD ENDING 30 JUNE 2022

4. The summary estimated outturn position for the current financial year based on information to 30 June 2022 is as follows:-

| CATEGORY          | 2022/23 OUTTURN PROJECTION           |
|-------------------|--------------------------------------|
| HFA               |                                      |
| Revenue Budget    | £0.285m underspend                   |
| Capital Programme | On budget against £7.292m allocation |
| Pensions Account  | £12.750m deficit                     |

5. This is the first set of Management Accounts for the 2022/23 financial year and further updates will be brought to the Authority based on the periods ending 30/9/22, 31/12/22 and 28/2/23.
6. Further details on all of these areas are available electronically alongside the agenda papers on the Fire Authority's website at [www.humbersidefire.gov.uk/fire-authority](http://www.humbersidefire.gov.uk/fire-authority).

### STRATEGIC PLAN COMPATIBILITY

9. The production of robust, timely and detailed information in relation to the Authority's financial position contributes to the Strategic Plan objective of a 'Stronger Organisation'. The information specifically underpins good governance and good financial management.

### FINANCIAL/RESOURCES/VALUE FOR MONEY IMPLICATIONS

10. Sound financial management contributes to the achievement of the Authority's objectives.

#### LEGAL IMPLICATIONS

11. No direct issues arising.

#### EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS

12. No direct issues arising.

#### CORPORATE RISK MANAGEMENT IMPLICATIONS

13. The monthly Management Accounts help to ensure that the Authority meets its legal and regulatory requirements.

#### HEALTH AND SAFETY IMPLICATIONS

14. No direct issues arising.

#### COMMUNICATION ACTIONS ARISING

15. No direct issues arising.

#### DETAILS OF CONSULTATION AND/OR COLLABORATION

16. No direct issues arising.

#### BACKGROUND PAPERS AVAILABLE FOR ACCESS

17. Working papers for 2022/23 Budget Monitoring.

#### RECOMMENDATIONS RESTATED

18. That Members take assurance from this report and the Authority's financial position for the period ending 30 June 2022.

**K WILSON**

Officer Contact: Kevin Wilson ☎ 01482 567183  
Executive Director of Finance/S.151 Officer

Humberside Fire & Rescue Service  
Summergroves Way  
Kingston upon Hull

KW  
12 July 2022



## TREASURY MANAGEMENT ANNUAL REPORT 2021/22

### SUMMARY

1. This report provides Members with a review of the Authority's treasury management activity and Prudential Indicators for the year 2021/22.
2. The report shows full compliance with the Authority's Prudential Indicators for 2021/22.

### RECOMMENDATIONS

3. That Members take assurance from the treasury management activities undertaken during 2021/22 and the Prudential Indicators as outlined in paragraphs 14 and 15 and detailed in Appendix 1.

### BACKGROUND

4. Treasury Management, as defined by the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice 2009 is:  
  
"The management of the organisation's investments and cash-flows, its banking and money market and capital market transactions, the effective control of the risks associated with those activities and the pursuit of the optimum performance consistent with those risks."
5. One of the main requirements of the CIPFA Code is that Members receive an annual report detailing treasury management activities within the year and compliance with the annual Treasury Management Policy.
6. This report provides Members with details of the Authority's treasury management activities and Prudential Indicators for the 2020/21 financial year in line with the requirements of the Code.

### INVESTMENT ACTIVITY

7. The Authority's temporary investments totalled £11.0m as at 31 March 2022.

Table 1 – Investment income earned 2021/22

| Interest Earned 2021/22 | Rate of return 2021/22 | Benchmark return 2021/22* | Difference (+ favourable) |
|-------------------------|------------------------|---------------------------|---------------------------|
| £15,870                 | 0.18%                  | 0.14%                     | 0.04%                     |

\* Benchmark set as average SONIA rate for the year

8. Interest earned during 2021/22 was £24k lower than originally budgeted for in respect of investment activity for the year, due to lower interest rates than anticipated.

## BORROWING

### Short-Term Borrowing

9. The Authority seeks to minimise the use of short-term borrowing to fund temporary cash shortfalls. The Authority did not undertake any short-term borrowing during the course of the year.

### Long-Term Borrowing

10. Long-term loans are taken out either to replace existing loans which have matured or to fund capital expenditure. Under the Prudential Regime there are no longer centrally imposed limits on borrowing, but individual Authorities are required to determine themselves what is a sustainable and affordable level of borrowing as an integral part of their Medium-Term Financial Planning processes.
11. The Authority's average level of borrowing was £17.2m for 2021/22, on which £591k of interest was payable. The Authority repaid £827k of PWLB debt upon maturity and took £3.0m of new borrowings during the year. Closing PWLB debt at 31 March 2022 was £19.1m.

## PRUDENTIAL INDICATORS

12. Appendix 1 details the agreed Prudential Indicators for 2021/22 and the actual figures for 2021/22.
13. During the financial year the Authority operated wholly within the limits approved.

### Capital Expenditure

14. The S.151 Officer considers the current capital programme to be affordable and sustainable with the revenue effects of capital investment built into the Medium-Term Financial Plan. Through the Medium-Term Financial Planning Process, the Authority has aligned its resources to key strategic priorities.

### Treasury Management

15. Based on the Operational Boundary definition, external debt at 31 March 2022 was £11.0m below the agreed Operational Boundary for 2021/22 and the maturity structure for both borrowing and investments remain within the approved upper and lower limits. Subsequent borrowing or re-scheduling during 2022/23 will take into account prevailing interest rates on offer from the Public Works Loans Board, the current maturity structure of loans, balanced with the need to reduce capital risk by keeping down cash-balances.

## STRATEGIC PLAN COMPATIBILITY

16. Treasury management is an integral part of the financial management of the Authority. Utilising approved borrowing and investment strategies will maximise investment income whilst minimising exposure to liquidity and market risks.

## FINANCIAL/RESOURCES/VALUE FOR MONEY IMPLICATIONS

17. The continued approach to investment of surplus funds is designed to further mitigate against potential losses as a consequence of counterparty failure and reflects a prudent approach to treasury management activity.

## LEGAL IMPLICATIONS

18. The Authority must comply with the requirements of the CIPFA Code of Practice on Treasury Management and the Local Authorities (Capital Finance and Accounting) (England) (Amendment) Regulations 2008. This report ensures such compliance.

## EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS

19. No direct issues arise from this report.

## CORPORATE RISK MANAGEMENT IMPLICATIONS

20. The application of and regular monitoring thereafter of a prudent Treasury Management Policy and related Prudential Indicators ensures that the Authority effectively manages financial risks whilst minimising borrowing costs and maximising investment income. It is therefore key to good financial management and an important element of the Medium Term Financial Planning Process.

## HEALTH AND SAFETY IMPLICATIONS

21. No issues arising.

## COMMUNICATIONS ACTIONS ARISING

22. No direct issues arising.

## DETAILS OF CONSULTATION AND/OR COLLABORATION

23. The Authority's treasury management strategy has been developed using market information and specialist advice supplied by the Authority's treasury management advisors.

## BACKGROUND PAPERS

24. 'Treasury Management and Capital Expenditure Prudential Indicators, Treasury Management Policy Statement 2021/22 and Minimum Revenue Provision (MRP) for 2021/22' – Report to Fire Authority March 2021.  
CIPFA Code of Practice on Treasury Management 2009

## RECOMMENDATION RESTATED

25. That Members take assurance from the treasury management activities undertaken during 2021/22 and the Prudential Indicators as outlined in paragraphs 14 and 15 and detailed in Appendix 1.

**K WILSON**

Officer Contact: Kevin Wilson ☎ 01482 567183  
Executive Director of Finance/S.151 Officer

Humberside Fire & Rescue Service  
Summergroves Way  
Kingston upon Hull

KW  
12 July 2022



## **Prudential Indicators 2021/22**

### a) Capital Expenditure

#### Indicator 1 - Capital Expenditure

The actual capital expenditure for the current year compared to the revised budget, together with estimates of expenditure to be incurred in future years are shown below:

|                           | 2021/22<br>Revised<br>£k | 2021/22<br>Actual<br>£k | 2022/23<br>Estimate<br>£k | 2023/24<br>Estimate<br>£k | 2024/25<br>Estimate<br>£k |
|---------------------------|--------------------------|-------------------------|---------------------------|---------------------------|---------------------------|
| Total Capital expenditure | 7,129                    | 1,960                   | 7,292                     | 3,157                     | 2,863                     |

The underspend against the revised 2021/22 budget reflects slippage across a number of capital schemes as reported to Members in the 2021/22 Annual Accounts report.

#### Indicator 2 - Capital Financing Requirement

The capital financing requirement for 2021/22 and estimates for future years are as follows:

|                                             | Revised<br>Estimate<br>31/03/22<br>£k | Actual<br>31/03/22<br>£k | Estimate<br>31/03/23<br>£k | Estimate<br>31/03/24<br>£k | Estimate<br>31/03/25<br>£k |
|---------------------------------------------|---------------------------------------|--------------------------|----------------------------|----------------------------|----------------------------|
| Underlying Capital<br>Financing Requirement | 21,386                                | 17,691                   | 23,029                     | 24,043                     | 24,578                     |
| Other Long-Term Liabilities                 | 936                                   | 1,029                    | 1,012                      | 994                        | 974                        |
| Total Capital Financing<br>Requirement      | 22,322                                | 18,720                   | 24,041                     | 25,037                     | 25,552                     |

The capital financing requirement measures the Authority's need to borrow for capital purposes. In accordance with best professional practice, the Authority does not associate borrowing with particular items or types of expenditure. The Authority has, at any point in time, a number of cash flows both positive and negative, and manages its treasury position in terms of its borrowings and investments in accordance with its approved Strategy. In day to day cash management, no distinction can be made between revenue cash and capital cash. External borrowing arises as a consequence of all the financial transactions of the authority and not simply those arising from capital spending. In contrast, the capital financing requirement reflects the Authority's underlying need to borrow for a capital purpose. A key indicator of prudence under the Prudential Code is: -

"In order to ensure that over the medium term net borrowing will only be for a capital purpose, the local authority should ensure that net external borrowing does not, except in the short term, exceed the total of the capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current and next two financial years".

The S.151 Officer reports that the Authority has had no difficulty meeting this requirement during the course of this financial year and no difficulties are envisaged in future years. This takes into account current commitments, existing plans and the proposals contained in the Medium Term-Financial Plan.

### Indicator 3 – Core Funds and Expected Investment Balances

The total core funds and expected investments for 2021/22 and future years are as follows:

|                      | 2021/22<br>Revised<br>£k | 2021/22<br>Actual<br>£k | 2022/23<br>Estimate<br>£k | 2023/24<br>Estimate<br>£k | 2024/25<br>Estimate<br>£k |
|----------------------|--------------------------|-------------------------|---------------------------|---------------------------|---------------------------|
| Total Core Funds     | 13,884                   | 14,623                  | 13,924                    | 11,990                    | 11,750                    |
| Expected Investments | 10,193                   | 11,000                  | 7,564                     | 4,116                     | 3,500                     |

The application of resources (capital receipts, reserves etc.) to either finance capital expenditure or other budget decisions to support the revenue budget will have an ongoing impact on investments unless resources are supplemented each year from new sources (asset sales etc.).

### b) Treasury Management

#### Indicator 4 - Operational Boundary for External Debt

The proposed operational boundary for external debt is based on the same estimates as the authorised limit but reflects directly the S.151 Officer's estimate of the most likely, prudent but not worst case scenario, without the additional headroom included within the authorised limit to allow for example for unusual cash movements, and equates to the maximum of external debt projected by this estimate. The operational boundary represents a key management tool for in year monitoring by the S.151 Officer.

|                             | 2021/22<br>Authorised<br>Limit<br>£k | Actual<br>as at<br>31/03/22<br>£k | 2022/23<br>Authorised<br>Limit<br>£k | 2023/24<br>Authorised<br>Limit<br>£k | 2024/25<br>Authorised<br>Limit<br>£k |
|-----------------------------|--------------------------------------|-----------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| Borrowing                   | 21,600                               | 19,069                            | 25,000                               | 25,000                               | 25,000                               |
| Other Long-Term Liabilities | 3,500                                | 1,029                             | 3,500                                | 3,500                                | 3,500                                |
|                             | 25,100                               | 20,098                            | 28,500                               | 28,500                               | 28,500                               |

The S.151 Officer confirms that borrowing in the year has not exceeded the operational boundary at any point within the year and is not expected to do so over the course of the next period based on information currently available.

#### Indicator 5 - Authorised Limit for External Debt

The table below shows the Authorised limit for External Debt for 2021/22 and subsequent three-year period as approved by Members compared to the actual level of borrowing as at 31 March 2022.

|                             | 2021/22<br>Authorised<br>Limit<br>£k | Actual<br>as at<br>31/03/22<br>£k | 2022/23<br>Authorised<br>Limit<br>£k | 2023/24<br>Authorised<br>Limit<br>£k | 2024/25<br>Authorised<br>Limit<br>£k |
|-----------------------------|--------------------------------------|-----------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| Borrowing                   | 27,600                               | 19,069                            | 31,000                               | 31,000                               | 31,000                               |
| Other Long-Term Liabilities | 3,500                                | 1,029                             | 3,500                                | 3,500                                | 3,500                                |
|                             | 31,100                               | 20,098                            | 34,500                               | 34,500                               | 34,500                               |

The Authorised Limit reflects the Authority's projected long- and short-term borrowing requirements, together with any other long-term liabilities it may have. The figures are based on the estimate of most likely, prudent but not worst-case scenario, with sufficient headroom over and above this to allow for operational management of, for example unusual cash movements.

The S.151 Officer confirms that the Authorised Limit has not been approached at any point during the year.

#### Indicator 6 - Ratio of Capital Financing Costs to Net Revenue Stream

The ratio of financing costs to net revenue stream for the current year and estimates for future years are as follows: -

|                                                   | 2021/22<br>Estimate<br>% | 2021/22<br>Actual<br>% | 2022/23<br>Estimate<br>% | 2023/24<br>Estimate<br>% | 2024/25<br>Estimate<br>% |
|---------------------------------------------------|--------------------------|------------------------|--------------------------|--------------------------|--------------------------|
| Ratio of Financial Costs<br>to Net Revenue Stream | 3.06                     | 3.49                   | 3.35                     | 3.62                     | 3.91                     |

These ratios indicate the proportion of the net budget of the Authority that is required to finance the costs of capital expenditure in any year. Estimates of financing costs include current commitments and the proposals contained in the capital programme of the Authority.

In calculating the ratio, Net Revenue Streams in any year have been taken to exclude any element of the net budget requirement that is intended to provide reserves for the Authority.

#### Indicator 7 – Upper and Lower Limits for the maturity structure of borrowings

This indicator seeks to ensure the Authority controls its exposure to the risk of interest rate changes by limiting the proportion of debt maturing in any single period. Ordinarily debt is replaced on maturity and therefore it is important that the Authority is not forced to replace a large proportion of loans at a time of relatively high interest rates.

“The Authority will set for the forthcoming financial year both upper and lower limits with respect to the maturity structure of its borrowings. The prudential indicators will be referred to as the upper and lower limits respectively for the maturity structure of borrowing and shall be calculated as follows:

Amount of projected borrowing that is fixed rate maturing in each period expressed as a percentage of total projected borrowing that is fixed rate;

Where the periods in question are:

- Under 12 months
- 12 months and within 24 months
- 24 months and within 5 years
- 5 years and within 10 years
- 10 years and above”

(Paragraph 74 of the code)

|                                | Actual as at<br>31/03/22 | Upper Limit | Lower Limit |
|--------------------------------|--------------------------|-------------|-------------|
|                                | %                        | %           | %           |
| Under 12 Months                | 4.72                     | 15          | 0           |
| 12 months and within 24 months | 7.87                     | 15          | 0           |
| 24 months and within 5 years   | 14.00                    | 30          | 0           |
| 5 years and within 10 years    | 41.95                    | 60          | 0           |
| 10 years and above             | 31.46                    | 80          | 0           |

The S.151 Officer confirms that the maturity structure of external debt as at 31 March 2022 is within the upper and lower limits approved by the Authority.



**Humberside Fire Authority**  
**22 July 2022**

**Report by the Deputy Chief Fire  
 Officer/ Executive Director of  
 Corporate Services**

## **ANNUAL STATEMENT OF ASSURANCE 2021/22**

### **SUMMARY**

1. The Fire and Rescue National Framework for England (Revised 2018) sets out a requirement for Fire and Rescue Authorities to provide annual assurance, based upon the Department for Communities and Local Government (DCLG) Guidance on Statements of Assurance for Fire and Rescue Authorities in England (2013), and show they have had due regard to the expectations set out in their Integrated Risk Management Plan and the requirements included in the Framework.
2. The areas covered are financial assurance, governance assurance and operational assurance.

### **RECOMMENDATIONS**

3. That Members approve publication of the Annual Statement of Assurance for 2021/22.

### **REPORT DETAIL**

4. The Annual Statement of Assurance 2021/22 can be viewed at Appendix 1, the Statement having previously been reviewed by the GAS Committee.

### **STRATEGIC PLAN COMPATIBILITY**

5. The Annual Statement of Assurance 2021/22 supports the achievement of the Authority's Strategic Plan objectives.

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

6. None arising directly.

### **LEGAL IMPLICATIONS**

7. None directly arising.

### **EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS**

8. None arising directly.

### **CORPORATE RISK MANAGEMENT IMPLICATIONS**

9. This Statement demonstrates compliance with The Fire and Rescue National Framework for England (Revised 2018).

### **HEALTH AND SAFETY IMPLICATIONS**

10. None arising directly.

#### COMMUNICATION ACTIONS ARISING

11. The Annual Statement of Assurance will be published on the HFRS website following approval by the Fire Authority.

#### DETAILS OF CONSULTATION AND/OR COLLABORATION

12. The Strategic Leadership Team and Governance Audit and Scrutiny Committee have been consulted in the preparation of this Statement.

#### BACKGROUND PAPERS AVAILABLE FOR ACCESS

13. None.

#### RECOMMENDATIONS RESTATED

14. That Members approve publication of the Annual Statement of Assurance for 2021/22.

**P SHILLITO**

Officer Contact: Simon Rhodes ☎ 01482 567479  
Head of Corporate Assurance

Humberside Fire & Rescue Service  
Summergroves Way  
Kingston upon Hull

**HUMBERSIDE FIRE AUTHORITY  
DRAFT ANNUAL STATEMENT OF ASSURANCE 2021/22**

**Introduction**

1. The Fire and Rescue National Framework for England sets out a requirement for Fire and Rescue Authorities to provide annual assurance on financial, governance and operational matters and show they have had due regard to the expectations set out in their Community Risk Management Plan (CRMP) and the requirements included in the Framework.
2. The content of the Humberside Fire Authority (HFA) Statement of Assurance is based upon the Department for Communities and Local Government (DCLG) Guidance on Statements of Assurance for Fire and Rescue Authorities in England (2013).

**Financial Assurance**

3. The HFA places a great deal of emphasis on ensuring that its financial management arrangements meet the highest standards.
4. This is discharged through a number of key processes as follows:
  - The Annual Statement of Accounts is produced in line with accounting Codes of Practice, is scrutinised by an independent Governance, Audit and Scrutiny Committee (GAS) approved by the Fire Authority and audited by independent external auditors prior to publication.
  - Management Accounts are distributed for consideration by the Strategic Leadership Team, the GAS and the HFA.
  - An independent external audit view is given on an annual basis as to whether the HFA is delivering a value for money service.

**Governance Assurance**

5. The HFA has an approved 'Local Code of Corporate Governance' in accordance with the CIPFA/SOLACE Framework for Corporate Governance.
6. The Constitution of the HFA includes:
  - Committee Membership and Terms of Reference.
  - Scheme of Delegation to Officers.
  - Financial Procedure Rules.
  - Contract Procedure Rules.
  - Members' Code of Conduct.
  - Officers' Code of Conduct.
  - Protocol for Member and Officer Relationships.
  - Code of Corporate Governance.

The Constitution is published on the HFRS Website.

7. An Annual Governance Statement (AGS) is produced explaining how the HFA has complied with the code of corporate governance and also meets the requirements of regulation 4(3) of the Accounts and Audit (England) Regulations 2011. The AGS is published on the Humberside Fire and Rescue Service (HFRS) website.

## **Operational Assurance**

8. The Strategic Plan (SP) and CRMP have a three-year life cycle, reviewed annually in accordance with the Business Planning Framework. Both the SP and CRMP are published on the HFRS Website.
9. The SP 2021/24 includes strategic objectives across the following headings:
  - What we must do well.
  - How we support our communities.
  - We value and support the people we employ.
  - We efficiently manage the Service.
10. The CRMP 2021/24 takes account of the requirements of the National Framework, providing a detailed assessment of the risks facing our communities and firefighters and the measures taken to mitigate those risks.
11. Mutual aid arrangements are in place with other services and agencies to provide resilience for large scale or complex incidents, or events, where additional resources need to be called on. HFRS actively contributes to local and national resilience and has made its assets available to support local and national emergencies.
12. Business Continuity plans exist for generic, key functions and building asset risks and have been developed over many years in conjunction with partners. There is a coordinated approach to Business Continuity Management across HFRS including development, training, exercising and review. Arrangements are aligned to International Standard ISO22301.
13. A sequence of Bi-Annual Performance and Risk Reporting are provided to the HFA.

## **Conclusions**

14. Due regard has been paid to the requirements placed upon HFA through the National Framework and other governance and financial frameworks.

## **Signed**

.....  
John Briggs  
Chair of Humberside Fire Authority  
Executive

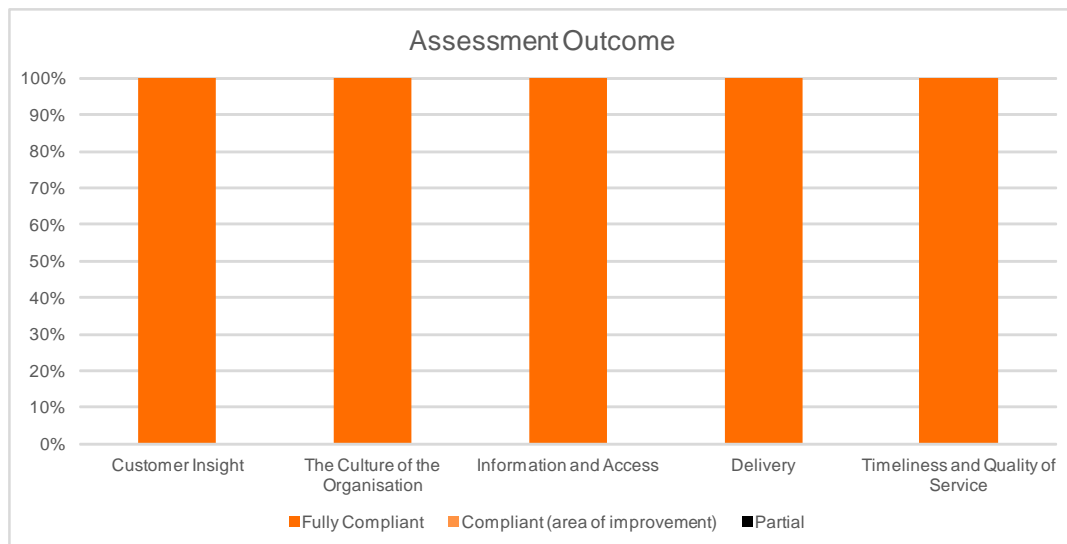
.....  
Chris Blacksell  
Chief Fire Officer and Chief

## **CUSTOMER SERVICE EXCELLENCE STANDARD 2022**

### **SUMMARY**

1. Members are aware that the Customer Service Excellence Standard (CSE), originally achieved in 2009, is re-certified on an annual basis subject to passing a compliance assessment. The Standard covers a three-year period, with 2022 being a Year 2 renewal involving a 2-day re-certification assessment.
2. The renewal report focussed on five criteria:
  - a) Customer Insight
  - b) The Culture of the Organisation
  - c) Information and Access
  - d) Delivery
  - e) Timeliness and Quality of Service
3. The Customer Service Audit was due to take place in January however, due to the timing of the HMICFRS inspection, SGS kindly agreed that the assessment be deferred, and it took place on 29 and 30 March 2022. This was the third remote assessment to take place due to the Covid-19 pandemic.
4. As in previous years, the assessment was undertaken in two stages. The first was a review of our self-assessment submission and this, together with our "How We Meet the Standard" document, enabled the assessor to gain an understanding of how the organisation has met the requirements of the Customer Service Excellence standard. The next stage was to review the actual service delivered to our customers. This was conducted through reviewing practice as well as speaking to staff, partners and customers and following customer journeys through our processes and noting how these aligned with customer insight.
5. It is pleasing to report that the Standard has been successfully retained for a further year. Seven areas of notable Good Practice were identified, including our response to the Bridgewater Incident and our intelligence lead Safe and Well service. An additional area of Compliance Plus, assessed as exceptional/exemplar good practice, was identified for our drone work, increasing the total to four. No partial or Non-Compliance issues were identified.

|   | Criterion                         | Maximum number of partial compliances | Actual number of non-compliances | Actual number of partial compliances | Actual number of Areas for Improvement | Fully Compliant |
|---|-----------------------------------|---------------------------------------|----------------------------------|--------------------------------------|----------------------------------------|-----------------|
| 1 | Customer Insight                  | 2                                     | 0                                | 0                                    | 0                                      | 11              |
| 2 | The Culture of the Organisation   | 2                                     | 0                                | 0                                    | 0                                      | 11              |
| 3 | Information and Access            | 2                                     | 0                                | 0                                    | 0                                      | 12              |
| 4 | Delivery                          | 3                                     | 0                                | 0                                    | 0                                      | 13              |
| 5 | Timeliness and Quality of Service | 2                                     | 0                                | 0                                    | 0                                      | 10              |



The full report can be viewed at Appendix 1 of this report.

## RECOMMENDATION

6. That Members acknowledge the retention of the Standard and take assurance from our ongoing commitment to Customer Service Excellence.

## BACKGROUND

7. The Customer Service Excellence Standard tests, in great depth, those areas that research has indicated are a priority for customers, with focus on delivery, timeliness, information, professionalism and staff attitude. There is also an emphasis placed on developing customer insight, understanding the user's experience and robust measurement of service satisfaction.
8. During the audit all criteria were reviewed; the documents included presentations on the Drone partnership, Safe and Well evaluation, the Bridgewater incident and a horse rescue, together with discussions and information on Customer Feedback, Communications and Compliments and Complaints.

## SEVEN AREAS OF GOOD PRACTICE

9. The number of complaints recorded and acted upon from April to September 2021 was very small in comparison to the number of contact the Service has with the public. There were 19 complaints of which only 7 were upheld. By comparison the Service received 38 compliments or messages of thanks for the same period. There is a robust review process of complaints to look for trends and to see if any complaints or comments from the public can lead to enhancements to the Service.
10. The Service has continued to enhance its communication and consultation processes. Key to achieving this is Next Door, which is an online version of the Neighbourhood Watch Scheme. Next Door is Facebook based and is used across all four regions. There are currently 85,639 customers signed up to Next Door which is a 47 percent increase from last year.
11. Working in partnership has been a key aim of HRFS and these partnerships have continued to strengthen during the pandemic. They have worked very closely with the NHS as noted in the area of compliance plus listed below. One partnership that is worthy of note is that with the Red Cross, with the Service having previously celebrated its 25-year partnership with Fire and Emergency Service Support (Red Cross) who provide customers with information and practical support after a fire.

12. The Service provides Safe and Well services to its communities as 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. There are more than 800,000 domestic residences and more than one million customers across the four regions, so the Safe and Well service prioritises the most vulnerable in the community. The Service visited more than 8000 homes during the last year, targeting the most at risk in their communities. This clearly has a lasting impact on the number of serious house fires and consequent fatalities.
13. An example of the Service's response to a major incident was presented as evidence for this assessment. It was a result of a serious fire at a factory in Bridgewater, Hessle on 25 November 2021. The blaze consumed some 300 tonnes of plastic and took more than 24 hours to put out. The immediate response was to reassure the public via TV, radio, press release and social media. This ensured that there was no alarmist reporting from the scene. The severity of the blaze meant local evacuation of residents and some road closures, and it also impacted on two local schools.
14. Also presented as evidence was the rescue of a horse from the river Hull. This was carried out by the Large Animal Rescue Team who are based in Immingham. There are more than 50 officers trained in this procedure and also in the use of the specialised equipment the team need. The whole rescue was filmed by a drone, and it was interesting to see how sensitively the horse was cared for as it was rescued in the presence of a local vet. The drone footage is used for training purposes and shared with other fire services across the country.

#### **FOUR AREAS OF COMPLIANCE PLUS**

15. The Service and Hull Clinical Commissioning Group (CCG) working together led to the piloting of a rapid falls response team where firefighters attended hundreds of callouts for falls within six months, reaching fallers on average in around 17 minutes. There are four dedicated teams of two operating across Hull.
16. The Jean Bishop Integrated Care Centre (ICC) is an innovative facility that has been commissioned by Hull CCG. It is believed to be the first of its type in the UK. The Service also has an operational fire station on site and provides a falls response team as well as responding to other fire and rescue incidents. The combination of the ICC with a fire station is definitely a UK first. This facility demonstrates the way that the Service's key objectives of personal safety and fire prevention is being met. This continues to be an area of compliance plus and the role of the ICC has an even higher community role during the current crisis.
17. The compliance plus raised at last year's assessment is raised again as if anything the partnership arrangements have continued to expand and flourish. There are partnership arrangements, with robust mechanisms to ensure compliance with policies and strategies.
18. In addition, the Service has an excellent working partnership with the Red Cross. This has been in place since the mid-1990s but has been even more important to the Service during the pandemic. The Service provides two vehicles and work with the Red Cross to support victims of fires, floods and anything else that leaves people in need of support.

#### **STRATEGIC PLAN COMPATIBILITY**

19. The Customer Service Excellence Standard contributes to our self awareness and continuous improvement.

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

20. The cost of 2022 assessment was £1750.

## **LEGAL IMPLICATIONS**

21. None arising directly.

## **EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS**

22. None arising directly.

## **CORPORATE RISK MANAGEMENT IMPLICATIONS**

23. None arising directly.

## **HEALTH AND SAFETY IMPLICATIONS**

24. None arising directly.

## **COMMUNICATION ACTIONS ARISING**

25. The Customer Service Excellence Report has been published on the Authority's Website, on Social Media and in Siren.

## **DETAILS OF CONSULTATION AND/OR COLLABORATION**

26. None arising directly.

## **BACKGROUND PAPERS AVAILABLE FOR ACCESS**

27. Assessment Report

## **RECOMMENDATION RESTATED**

28. That Members acknowledge the retention of the Standard and take assurance from our ongoing commitment to Customer Service Excellence.

**P SHILLITO**

Officer Contact: Simon Rhodes ☎ 01482 567479  
Head of Corporate Assurance

Humberside Fire & Rescue Service  
Summergroves Way  
Kingston upon Hull





# Assessment Report

## **CUSTOMER SERVICE EXCELLENCE**

HUMBERSIDE FIRE & RESCUE SERVICE

2 SUR



## 1. EXECUTIVE SUMMARY

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**The assessment method used was a full remote assessment due to the current circumstances of the Covid19 Pandemic.**

Following the assessment, Humberside Fire & Rescue Service were found to have a deep understanding of, and commitment to, Customer Service Excellence. The commitment was displayed from Senior Management levels through to operations and front line staff.

I would like to take this opportunity to thank those people involved in the overall assessment process. It has been a pleasure meeting with your team and having the opportunity to observe your service in action.

The outcome of the assessment was -

**“Continued award of the Customer Service Excellence Standard has been recommended”**

|                   |                                                                                                       |                       |                        |
|-------------------|-------------------------------------------------------------------------------------------------------|-----------------------|------------------------|
| Address:          | Humberside Fire & Rescue Service, Head Quarters<br>Summergroves Way<br>Hull HU4 7BB<br>United Kingdom |                       |                        |
| Standard(s):      | Customer Service Excellence                                                                           | Accreditation Body(s) | UKAS                   |
| Representative:   | Hazel Bullen                                                                                          |                       |                        |
| Site(s) assessed: | Remote assessment                                                                                     | Date(s) of audit(s):  | 29-03-2022, 30-03-2022 |

|                                |                                                         |                            |  |
|--------------------------------|---------------------------------------------------------|----------------------------|--|
| Lead Assessor :                | Bob Mandy                                               | Additional team member(s): |  |
| Type of Assessment:            | Annual Review                                           |                            |  |
| Review of Certification Claims | Claims are accurate and in accordance with SGS guidance |                            |  |

## 2. CONTEXT

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Humberside Fire & Rescue Service (HFRS) provides services to four local authority areas covering the Humberside region: Hull; East Riding of Yorkshire; North Lincolnshire; and North-East Lincolnshire. The service employs more than 1000 staff and provides emergency fire and rescue services with demanding target times for attendance at incidents.

Following the disruption from COVID-19 since March 2020, HFRS continued in transition until late October 2021. However, when the Omicron variant of the virus emerged it prevented them from moving back to Business as Usual until recently. The organisation has maintained a flexible approach, with agile working for some staff continuing for the foreseeable future.

They have undergone another full HMICFRS inspection over a six week period, commencing early in December 2021 and they hope to receive their report in the next two to three months.

Additions have been made to the Strategic Leadership Team structure, including an Assistance Chief Officer and Executive Director of HR.

## 3. METHOD OF ASSESSMENT

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The assessment method used was a full remote assessment due to the current circumstances of the Covid19 Pandemic. Evidence was submitted electronically via email and the assessment interviews and observations took place over the telephone and via computer. Microsoft Teams was used for the opening and closing meeting and to conduct interviews with staff and customers.

The assessment was undertaken in two stages; the first was a review of your self-assessment submission. This review enabled the assessor to gain an



understanding of how the organisation has met the requirements of the Customer Service Excellence standard.

The next stage was to review the actual service delivered on-site. This was conducted through reviewing practice as well as speaking to staff, partners and customers. This included following customer journeys through your processes and how these aligned with customer insight.

During the assessment process the criteria are scored on a four-band scale:

**COMPLIANCE PLUS** - Behaviours or practices which exceed the requirements of the standard and are viewed as exceptional or as exemplar to others, either within the applicant's organisation or the wider customer service arena.

**COMPLIANT** - Your organisation has a variety of good quality evidence which demonstrates that you comply fully with this element. The evidence which reflects compliance is consistent throughout and is embedded in the culture of the organisation.

**PARTIAL COMPLIANCE** - Your organisation has some evidence but there are significant gaps. The gaps could include:

- Parts of the applicant's organisation which are currently not compliant and/or
- Areas where the quality of the evidence is poor or incomplete and/or
- Areas which have begun to be addressed and are subject to significant further development and/or
- Areas where compliance has only been evident for a very short period of time

**NON COMPLIANT** - Your organisation has little or no evidence of compliance or what evidence you do have refers solely to a small (minor) part of your organisation.

The current scheme allows applicants a maximum number of partial compliances, equating to a pass mark of 80% for all criteria.

#### **4. OPENING MEETING**

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The remote assessment commenced with an opening meeting using Microsoft Teams.

The assessment activity and observations were discussed. The itinerary had been agreed with Humberside Fire & Rescue Service in advance. The organisation was informed that all information obtained during the assessment would be treated as strictly confidential.

The scope of Assessment was confirmed as: Humberside Fire & Rescue Service

## 5. ON-SITE ASSESSMENT

I was supported throughout the assessment by Hazel Bullen and Sam Teather and other personnel within the organisation were involved when assessing activities within their responsibility.

The assessment resulted in the raising of no partial compliances. A number of observations are listed in Section 7 of this report.

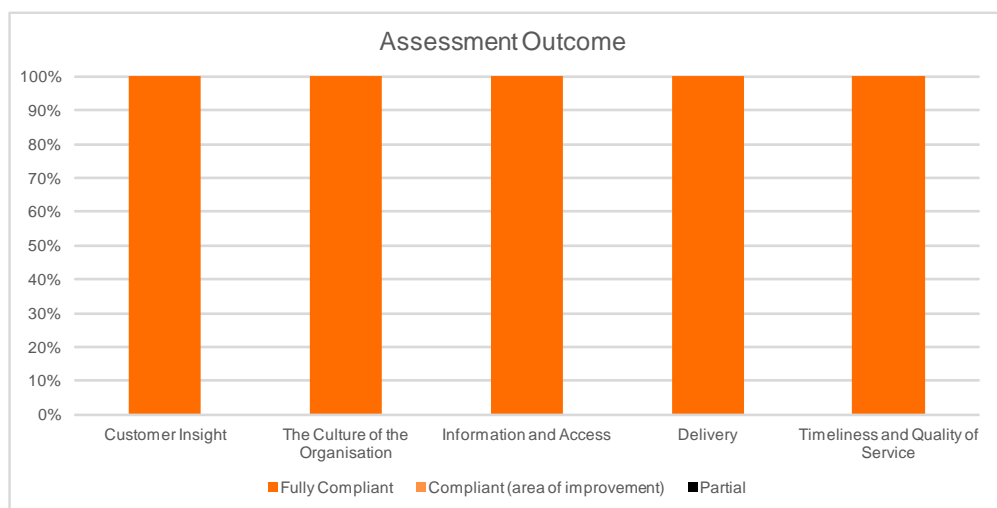
| Criterion | Maximum number of Partial compliance | Actual number of non-compliance | Actual number of partial compliance | Actual number of Areas for Improvement |
|-----------|--------------------------------------|---------------------------------|-------------------------------------|----------------------------------------|
| 1         | 2                                    | 0                               | 0                                   | 0                                      |
| 2         | 2                                    | 0                               | 0                                   | 0                                      |
| 3         | 2                                    | 0                               | 0                                   | 0                                      |
| 4         | 3                                    | 0                               | 0                                   | 0                                      |
| 5         | 2                                    | 0                               | 0                                   | 0                                      |

|                                                        |   |
|--------------------------------------------------------|---|
| Number of good practices awarded during the assessment | 7 |
|--------------------------------------------------------|---|

|                                                                           |     |
|---------------------------------------------------------------------------|-----|
| Have the partial compliance(s) raised at the last assessment been closed? | N/A |
|---------------------------------------------------------------------------|-----|



|   | Criterion                         | Maximum number of partial compliances | Actual number of non-compliances | Actual number of partial compliances | Actual number of Areas for Improvement | Fully Compliant |
|---|-----------------------------------|---------------------------------------|----------------------------------|--------------------------------------|----------------------------------------|-----------------|
| 1 | Customer Insight                  | 2                                     | 0                                | 0                                    | 0                                      | 11              |
| 2 | The Culture of the Organisation   | 2                                     | 0                                | 0                                    | 0                                      | 11              |
| 3 | Information and Access            | 2                                     | 0                                | 0                                    | 0                                      | 12              |
| 4 | Delivery                          | 3                                     | 0                                | 0                                    | 0                                      | 13              |
| 5 | Timeliness and Quality of Service | 2                                     | 0                                | 0                                    | 0                                      | 10              |



## 6. AREAS OF PARTIAL COMPLIANCE

### CRITERION 1

None raised

### CRITERION 2

None raised

### CRITERION 3

None raised

### CRITERION 4

None raised

### CRITERION 5

None raised



## 7. OBSERVATIONS

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During the site assessment the following general observations were made. These include: positive areas scored as Compliance Plus; areas of good practice; areas for improvement identified throughout the entire assessment process, as listed below.

Three Areas for Improvement were carried over from carried over from the 2020 and 2021 and they still cannot be checked at this third remote visit. However, rather than leaving them as areas for improvement the solution to these issues is that the 2023 visit must be on site. The areas for improvement that have been removed are:

- 2.1.5 Due to this being the second remote visit it has not been possible to check on the level of privacy in face to face meetings with customers since 2019. If the 2022 visit can be carried out on site this should be checked by the assessor.
- 2.2.2 As a second remote it has not been possible to test this element. Face to face interviews and observations will be a priority in 2022.
- 3.3.3 As this is the second remote visit the assessor must check the premises in 2022 if this is possible.

### Areas for improvement

- No areas for improvement noted during this visit

### Areas of Good Practice

- The number of complaints recorded and acted upon from April to September 2021 was very small in comparison to the number of contact the service has with the public. There were 19 complaints of which only 7 were upheld. By comparison the service received 38 compliments or messages of thanks for the same period. There is a robust review process of complaints to look for trends and to see if any complaints or comments from the public can lead to enhancements to the service.
- Customer satisfaction is tested by HFRS and the results published on the website. They have achieved a customer satisfaction rating of 85.5% excellence from their customer service feedback forms during 2021. This showed that 85.5% of customers rated the service as excellent, 11%

good, 3.5% satisfactory and zero for unsatisfactory or very unsatisfactory. This was based on 110 responses from customers.

- HFRS has continued to enhance its communication and consultation processes. Key to achieving this is Next Door, which is an online version of the Neighbourhood Watch Scheme. Next Door is Face Book based and is used across all four regions. It has many uses for two way communication between the service and the public. A recent example of its use was the warning of an increase in the setting fire to wheelie bins, alerting home owners to be more vigilant. It can also be used for one off events such as the recent closure of the Humber Bridge due to the four consecutive storms in a week. There are currently 85,639 customers signed up to Next Door which is a 47% increase from last year.
- Working in partnership has been a key aim of HFRS and these partnerships have continued to strengthen during the pandemic. They have worked very closely with the NHS as noted in the area of compliance plus listed below. One partnership that is worthy of note is that with the Red Cross. To quote HFRS:
  - They celebrated their 25 year partnership with Fire and Emergency Service Support (Red Cross) who provide customers with information and practical support after a fire. Services offered include:
    - Immediate temporary shelter
    - Emotional support
    - Practical assistance Clothing, toiletries and refreshments
    - Shower/washing and toilet facilities
    - Use of telephone/ camera to assist with insurance claims
    - Help in securing temporary accommodation, signposting to other agencies
    - Advice on care/ replacement of damaged property
    - Multilingual phrasebooks

HFRS provide Safe and Well services to their communities as 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. There are more than 800,000 domestic residences and more than one million customers across the four regions so the Safe and Well service prioritises the most vulnerable in the community. This is done by a detailed analysis of all older people and ensuring they visit those most at risk. Following annual analysis to identify



the key attributes that make dying in a fire more likely, they use data that will help them find households where these key attributes are more likely to be found. The current key attributes are:

Over 50, living alone, smoker, restricted mobility, rented/social housing, alcohol use (once or more a day)

Using this analysis HFRS visited more than 8000 homes during the last year targeting the most at risk in their communities. This clearly has a lasting impact on the number of serious house fires and consequent fatalities.

- An example of the service's response to a major incident was presented as evidence for this assessment. It was a result of a serious fire at a factory in Bridgewater, Hesse on 25<sup>th</sup> November 2021. The blaze consumed some 300 tonnes of plastic and took more than 24 hours to put out. The immediate response was to reassure the public via TV, radio, press release and social media. This ensured that there was no alarmist reporting from the scene. The severity of the blaze meant local evacuation of residents and some road closures and it also impacted on two local schools. All of this was managed to the satisfaction of local residents, many of whom praised the actions of HFRS. Due to the nature of the blaze and extreme damage to the building a service drone was used to survey the extent of the fire and the damage to the building.
- Also presented as evidence was the rescue of a horse from the river Hull. This was carried out by the Large Animal Rescue Team who are based in Immingham. There are more than 50 officers trained in this procedure and also in the use of the specialised equipment the team need. The whole rescue was filmed by a drone and it was interesting to see how sensitively the horse was cared for as it was rescued in the presence of a local vet. There are also clear guidelines on how these rescues take place to ensure the safety of the officers working with the animal. It was good to report that the horse was rescued none the worse for its ordeal and returned to its owner. The drone footage is used for training purposes and shared with other fire services across the country.



## Areas of Compliance Plus

- 3.4.2 HFRS has continued to utilise drones to support the service. They now have an even greater use in public safety across the region. They have two drones in operation and two teams of officers trained and qualified to operate them. The use of drones began in 2019 in partnership with Humberside Police and the partnership has thrived since then. HFRS has two drones in operation, a 210 RTK costing £24,000 and a DJI Mavic Dual Enterprise costing £2800. They are environmentally friendly, cheap to run and reliable. There have been no drone failures to date or any navigational issues. Whilst this might seem expensive it should be looked at in comparison to a police helicopter which costs in excess of £1 million per year to run. In addition the drones can be quickly brought into action and used in a variety of ways. Drones are used by fire services across the country but HFRS is a model of best practice in their use. Examples of drone support given were:
  - Hatfield Moors fire – this fire caused extensive damage to the nature reserve. The fire was reported to the fire service but it was impossible to judge where the fire was or how extensive it was as it appeared as an orange glow in the distance. Once a drone was launched it was able to see where the fire was and how extensive it was. The fire was moving swiftly towards a caravan park and thanks to the drone's video link it was possible to place fire fighters in the best possible location. Although the fire was extensive there was no loss of life or damage to property.
  - Car theft/Humberside Police – a drone was used to track down a gang of car thieves on an estate where it would have proved impossible for officers to follow them on foot. The drone pinpointed the gang and the police moved in to arrest them. Five stolen car keys and some weapons were recovered as members of the gang were arrested.

The areas of compliance plus raised during previous visits continue to be valid

- 3.4.1 HFRS and Hull CCG working together led to the piloting of a rapid falls response team where firefighters attended hundreds of callouts for falls within six months. They reaching fallers on average in around 17 minutes. There are four dedicated teams of two operating across Hull. I spent time at Redwood Glades and spoken to staff there and residents who have been helped by the team. It is clear that this is an invaluable

service that meets a need that the Ambulance Service finds hard to fill as falls are generally given a low priority. I interviewed Dave Collingwood who is part of the Falls Response Team and Sam Teather who is a member of the Corporate Assurance Team. I was impressed by the great working relationship they have with staff and residents of Redwood Glades. This continues to be an area of compliance plus particularly as the Falls Team members are additionally carrying out Safe and Well Visits to vulnerable members of the public.

- Since the last CSE visit and through ongoing collaboration with their partners, they have been able to further assist their NHS partners and stood up a second Falls Team. This was after a major incident was declared following the Christmas period, due to demands on the NHS. The Falls Team 2 was stood up within a very short period of time and provides 24/7 cover, expanding into the North and North East Lincs Districts as well as Hull and East riding as before.
- 3.4.1 The Jean Bishop Integrated Care Centre (ICC) is an innovative new facility that has been commissioned by Hull Clinical Commissioning Group (CCG). It is believed to be the first of its type in the UK. Humberside Fire and Rescue also has an operational fire station on site and provide a falls response team as well as responding to other fire and rescue incidents. Discussions are underway to explore the possibility of crews also supporting rehabilitation and recovery of patients. The combination of the ICC with a fire station is definitely a UK first. This facility demonstrates the way that HFRS's key objective personal safety and fire prevention is being met. This continues to be an area of compliance plus and the role of the ICC has an even higher community role during the current crisis.
- 3.4.1; 3.4.2 The compliance plus raised at last year's assessment is raised again as if anything the partnership arrangements have continued to expand and flourish. There are partnership arrangements, with robust mechanisms to ensure compliance with policies and strategies. Tony Clark from Howden's Joinery was on hand to explain how the partnership had continued to expand, taking the partnership to a new level for fire and rescue services. This has resulted in the arrangement being extended to other fire and rescue services within the UK. As well as extending the pool of retained staff, you are now proposing co-location of a fire station with Howden's premises. This continues to be an area of compliance plus although it was not possible to meet partners via this remote CSE assessment. However, the Howdens Partnership, which has been enhanced by the use of their facilities and resources to assist with delivering five million pieces of PPE. In addition HFRS have an excellent



working partnership with the Red Cross. This has been in place since the mid 1990s but has been even more important to the service during the pandemic. HFRS provide two vehicles and work with the Red Cross to support victims of fires, floods and anything else that leaves people in need of support.



## 8. ACTION PLANNING & NEXT STEPS

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The achievement of Customer Service Excellence is an ongoing activity and it is important that HUMBERSIDE FIRE & RESCUE continues to meet the elements of the criteria throughout the three years the hallmark is awarded for. Efforts must be made by Customer Service Excellence holders to continually improve their service.

We recommend that you develop an action plan based on the findings of this report. The action plan does not need to be a separate document and is likely to be more effective if the actions are embedded in your normal improvement and service developments plans.

We will undertake an annual review that will look at your continued compliance with the Customer Service Excellence. As part of the review we will also look at progress on any findings of the previous assessments.

In addition to reviewing progress outlined above, we will also review the services delivery, done so by following customer journeys.

For more information on the annual review please refer to our document “Building on your Customer Service Excellence success – Preparing for the annual review”.

Holders must inform SGS of any major changes in the service provision covered by the scope of the certificate. This includes reorganisation or mergers.

In addition, SGS must be informed should the certified service experience a significant increase in customer complaints or critical press coverage.

If you are in doubt at any stage, we strongly recommend contacting the Customer Service Team for advice on the significance of any service or organisational change, or issues surrounding customer complaints.

SGS will visit within the next 12 months for the annual review.

SGS recommends that HUMBERSIDE FIRE & RESCUE retains a copy of this report to aid continuous improvement, and as a reference document for future assessment reviews.



## **REDUCTION OF UNWANTED FIRE SIGNALS**

### **SUMMARY**

1. HFA members approved the implementation of the Unwanted Fire Signal (UWFS) reduction policy in April 2019. On 1 October 2019, HFRS introduced a position statement to implement the policy.
2. Overall, the approach has seen a 25% decrease in unwanted fire signal attendances from a baseline year of 2018/19 (1402) to 2021/22 (1045).
3. Prior to the commencement of the position statement for Unwanted Fire Signals, 15.6% of total incidents for the year 2018/19 were attendances to false alarms at commercial premises (SPI2.5b). In 2021/22, this is now 13.8%.
4. There is a marked increase in the number of prevention and protection activities delivered with the extra capacity introduced from reducing false alarms. In 2018/19, operational crews conducted 6,453 activities in prevention, this has now risen to over 15,000 activities across prevention and protection in 2021/22. This is also due to the introduction of protection activities delivered by operational crews as part of the Risk Based Inspection Programme and a Prevention, Protection and Enforcement Delivery Plan launched in April 2021 directing resources to prevention and protection risk.
5. Charging for persistent false alarms has resulted in targeted engagement activities to premises needing support with false alarm management, as well as 2021/22 paid invoices totalling in excess of £52k which has been invested in training across prevention and protection, particularly for operational crews.
6. There is an opportunity to introduce changes to the position statement to further reduce attendances to false alarms, and subsequently further increase the time available for operational crews to proactively engage with businesses and vulnerable people as well as maintain competence for operational preparedness.

### **RECOMMENDATIONS**

7. Members note the content and detail of this report on the success so far of the Unwanted Fire Signals policy and subsequent position statement.
8. Members consider at the 9 September 2022 Member Day, the options to further reduce false alarms at commercial premises by reviewing the non-attendance aspect of the position statement.

### **REPORT DETAIL**

9. In April 2019, HFA members approved the implementation of measures to reduce Unwanted Fire Signals. In October 2019, HFRS introduced a position statement (appendix one) and procedures, detailing call challenge for fire signals and non-attendance as well as a charging capability for premises with repeat occurrences of false alarms.
10. The position statement was implemented part way through 2019/20. During 2020/21, the COVID19 pandemic impacted heavily on the position statement. It is noted that the charge

levy was suspended from 1 April 2020 to 1 September 2020 with many businesses in lockdown.

11. A HFA report in October 2020 identified a review period to be cognisant of the impact of COVID19. Following two full financial years of implementation, it is now timely to review the status of the position statement. In the October 2020 update to HFA members, a commitment to develop options was provided which included considerations as to:
  - i. Expand on the current non-attendance position
  - ii. Expand on the current charging position
  - iii. Remain with the current position

#### *Non-attendance*

12. Appendix two provides information on performance across decreased attendances at unwanted fire signals and increased prevention and protection activities by operational crews. The initial approval from HFA considered the extra time available from non-attendance to increase prevention and protection activity by operational crews which has been a positive outcome of the position.
13. HFRS Control are in a collaboration with Lincolnshire, Hertfordshire and Norfolk and all use variations in how they deal with incidents. North, South and West Yorkshire take a similar stance to each other during daytime attendance but differ out of hours. Humberside and Lincolnshire are the only Services that will attend during the daytime if the alarm receiving companies tell us they cannot make contact. Different variations of non-attendance are in place within other FRS with results also varying.
14. HFRS are within a performance improvement family group with other FRS across the country. The performance indicator within the family group concerned with attendances to unwanted fire signals is measured as attendances to non-domestic premises per 1000 (BV149i). HFRS current rate shows as 24.73, placing us in 11<sup>th</sup> position out of 17 for this measure. The group average is 23.84, with an upper rate (best) of 3.55 (Kent) and a lower of 56.02 (Northern Ireland FRS).
15. Outside of the family group and notably, South Yorkshire FRS have reported a reduction in excess of 80% in two years for attendance at Automatic Fire Alarms, from 776 (2019) to 151 (2021) calls attended. South Yorkshire FRS approach is non-attendance to all unconfirmed fire calls to non-domestic premises.
16. Recommendations are made to expand on the provision of the non-attendance feature of the HFRS position statement for unwanted fire signals. There are 4 options, with 1 being to remain with the current position statement. The three further options are to alter the approach to:
  - a) Extend non-attendance to all premises, maintain the current Monday-Friday 0800/1800hrs parameters;
  - b) Extend non-attendance to 24hrs every day, maintain the current exemption for sleeping risk premises and;
  - c) Extend non-attendance to all premises, 24hrs every day.
17. An assessment and prediction of the impacts of 17 a), b) and c) will be covered during a member day presentation.

#### *Charging*



18. Since the go live date, invoices have been issued to all premises that have had four or more unwanted fire signals in a 12 month rolling period in line with the position statement. Since implementation, the paid invoices into HFRS are as follows:

|                               |                   |
|-------------------------------|-------------------|
| 2019/20 (part and first year) | £3,116.25         |
| 2020/21*                      | £22,678.03        |
| 2021/22                       | £52,841.00        |
| <b>TOTAL</b>                  | <b>£78,635.28</b> |

*\*charging suspended April - September*

19. During the first six months of implementation, Hull Royal Infirmary (HRI) generated the largest number of UWFS. This prompted positive engagement with the hospital trust and with support from HFRS, a reduction in excess of 80% has been seen to the false alarm occurrences at the site.
20. All commercial premises are engaged with following one, two and three unwanted fire signals, with the intention of the charging mechanism in the position statement being to encourage better fire safety management in these premises.
21. HFRS have noted that some larger commercial sites have been very willing to pay the invoices as opposed to capitalising on the HFRS offer of engagement. It is for this reason that the recommendation to maintain the same position for charging in the position statement is made, to allow engagement activities to continue to those sites experiencing four or more unwanted fire signals at this time. Expanding this position for example, to three unwanted fire signals may introduce more commercial sites prepared to pay invoices as opposed to improve behavioural change to managing fire safety and false alarms, which has always been the ethos of the approach as consulted on.

*Remaining the same*

22. The option to maintain the current position statement remains an option to progress with. HFRS expect the current numbers of attendances at false alarms to remain relatively constant if this option is progressed.
23. Alarm Receiving Centres (ARCs) have anecdotally become somewhat wise to FRS non-attendance provision, often leading to a less than obliged attempt to contact the site directly to confirm the investigation of the alarm by the site and instead, stating on 999 calls that they are unable to contact anyone directly at the site, resulting in a HFRS attendance.
24. Work is underway to reengage with Fire Alarm Monitoring Organisations and ARCs utilising the NFCC guidance produced and circulated by HFRS previously.

#### STRATEGIC PLAN COMPATIBILITY

25. This paper supports the Strategic Plan in:

What we must do well –

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 –

2.2 We help the public and businesses to stay safe

We efficiently manage the service –

4.2 We make appropriate use of public money and deliver value for money.

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

26. It was initially considered that additional resourcing would be required to produce the invoicing for repeated attendances to false alarms. This has had some impact on the Finance section however, changes made to the communication route for businesses have been put in place for protection staff to engage with businesses as opposed to the finance team.
27. A positive impact has been realised in time available to deliver increased safety activities by operational crews, this increased activity against the falling numbers of unwanted fire signals is provided within appendix two.
28. Operational crew procedures have increased the time taken when attending false alarms to ensure accurate data collection to aid the invoicing procedures. This extra time has been kept as minimal as possible and is vital to contribute to the position statement success.

#### LEGAL IMPLICATIONS

29. Part two of the Fire and Rescue Services Act 2004, provides a legal basis from which charges may be made, specifically:

...‘there is a persistent problem with false reports of fire at the premises that are made as a direct or indirect result of warning equipment under common control having malfunctioned or being mis-installed’.
30. Members are invited to note that the continuation of the charging mechanism is primarily to encourage behavioural change in business/property owners and will work in conjunction with advice, engagement and non-attendance approaches to reduce the number of mobilisations to UWFS. All monies are reinvested into improving prevention and protection provision across HFRS.

#### EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS

31. An Equality Impact Assessment was developed with the Position Statement in October 2020, no adverse impacts identified – this will be updated and included within a Member Day presentation.

#### CORPORATE RISK MANAGEMENT IMPLICATIONS

32. Reputational risk arising from public perceptions of (the potential for) a late attendance to an (unconfirmed) AFA signal that is an actual fire – resulting from the poor management of the fire safety arrangements by the business’s legally accountable ‘responsible person’. There have been no reported issues in line with this perceived risk.
33. Reputational risk arising from HMICFRS publicly reporting upon insufficient management of UwFS and wasteful resourcing of operational capability.

#### HEALTH AND SAFETY IMPLICATIONS

34. No new Health & Safety implications arising.

#### COMMUNICATION ACTIONS ARISING

35. A communication plan was implemented to inform business communities. The corporate website has also been utilised to communicate the position statement and approach. The

performance reporting framework includes performance on related indicators for false alarms.

36. Communication internally and externally will be required following any changes in line with further options being considered.

#### DETAILS OF CONSULTATION AND/OR COLLABORATION

37. Humberside Business Community, January 2017  
Public Consultation (Strategic Plan), September 2017  
Public Consultation December 2018.  
Joint Consultative Committee, December 2018  
HFRS Equality and Inclusion Committee January 2019  
Fire Brigades Union, December 2018, January 2019

#### BACKGROUND PAPERS AVAILABLE FOR ACCESS

38. Unwanted Fire Signals Member Day Presentation 25<sup>th</sup> February 2019  
Reduction of Unwanted Fire Signals, HFA paper, April 2019  
Reduction of Unwanted Fire Signals update, HFA paper, October 2020  
Performance Improvement Family Group 4 report, Q1-Q3 2021/22

#### RECOMMENDATIONS RESTATED

39. Members note the content and detail of this report on the success so far of the Unwanted Fire Signals policy and subsequent position statement.
40. Members consider at the 9 September 2022 Member Day, the options to further reduce false alarms at commercial premises by reviewing the non-attendance aspect of the position statement, those options being.

**S DUFFIELD**

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Humberside Fire & Rescue Service  
Summergroves Way  
Kingston upon Hull

July 2022



## Humberside Fire and Rescue Service (HFRS)

### Unwanted Fire Signals

### Position Statement



To reduce the burden caused by Unwanted Fire Signals HFRS use a **combination of engagement, non-attendance and charging approach**. We will, **within defined parameters**:

- Not attend automated alarm signals unless confirmed as a genuine fire and
- Where we deem it appropriate charge the Responsible Person for persistent false alarms originating from their fire warning equipment.

#### NON-ATTENDANCE

Upon receipt of an Automated Fire Alarm (AFA) call, HFRS Service Control will use a call challenge procedure as detailed in this position statement (Appendix 1). The purpose of the call challenge process is to obtain accurate information from the caller, enabling the fire control operator to take the most appropriate action.

Between the daytime hours of 0800 – 1800 Monday to Friday we will **not attend non-sleeping premises**, unless the caller at the premises is able to confirm that there is a fire.

Outside of these hours at night 1800 – 0800 non-sleeping risk premises will continue to be subject to a call challenge however if no persons are deemed to be on site an attendance will be mobilised. Fire appliances will be mobilised at normal road speeds to reduce the risk to the public and our personnel. If subsequent information is received, crews will be mobilised under blue light driving procedures.

If the caller **is** based at the premises concerned they will be asked to confirm if there is a fire. If fire is confirmed a full pre-determined attendance will be mobilised.

If the caller cannot confirm the cause of the alarm they will be asked to investigate and will be advised that no response will be made unless they are able to confirm there is a fire. Callers will be informed that should they, during their investigation, discover signs of a fire they should immediately call 999 and an emergency response will be sent.

On occasions where calls are received from **members of the public** who are not connected with the premises concerned, callers will **not be challenged** to investigate, and an attendance will be sent.

If an appliance is mobile to an AFA call and further information confirms it's a **false alarm** the attendance will be cancelled.

**For further information on this and other position statements please visit  
[www.humbersidefire.gov.uk](http://www.humbersidefire.gov.uk)**

A process map for call handling and mobilising is shown below in Appendix 1. The process map provides guidance of how HFRS will apply this approach however, The Service Control Duty Manager will retain the discretion to vary the attendance based on the information available to them at the time of the call.

### **Automatic Exemptions**

Sleeping risk premises are excluded from this non-attendance approach.

Domestic properties are excluded from this non-attendance approach.

Industrial sites which are licensed under the COMAH Regulations 2015 are excluded from this non-attendance approach due to their significant off-site risk.

### **Exceptional Exemptions**

This position statement gives scope for further exemptions for premises that do not fit the automatic exemptions criteria:

- Your Emergency Plan cannot rely on HFRS responding to investigate fire alarm actuations in order to ensure the safety of occupants however, you may apply for an exceptional exemption. The aim of an exceptional exemption is to allow Responsible Persons a reasonable window of opportunity to address the failings in their fire risk assessment to enable the Emergency Plan to mitigate the risk. If an emergency can be planned for it is not an emergency

Each case is considered on its own merits and must meet the following conditions:

- The onus is on the Responsible Person to submit their case to HFRS
- The case must be based upon high risk to persons resulting from this position statement approach
- Buildings considered to be of exceptional national or community value
- Exemptions will not be granted where HFRS believe that the Responsible Person can take reasonable action to mitigate the risk.
- Exemptions will only be a temporary measure, they will be reviewed within 12 months and HFRS expect the Responsible Person to work towards achieving a permanent satisfactory solution, e.g. upgrading alarm systems to a 'double knock' system, employing staff to manage the risk etc.

### **Alarm Receiving Centre's (ARCs)**

In line with the STANDARD AGREEMENT FOR: ALARM RECEIVING CENTRES AND TELECARE SERVICE PROVIDERS (Appendix 2) it will be the role of ARC to make contact with the premises and confirm if a fire exists prior to informing HFRS control.

**For further information on this and other position statements please visit  
[www.humbersidefire.gov.uk](http://www.humbersidefire.gov.uk)**

When a call is received by HFRS Service Control from an ARC without the ARC having carried out a call-back to the premises concerned, then the ARC will be requested to make a call-back to the premises and advise the occupiers of the premises to ring 999 should they discover a fire. If a call is received from an ARC which has not been able to make contact with anybody at the premises concerned, then a pre-determined attendance of 1 pump will be mobilised.

## CHARGING

A charge will be made for the fourth and subsequent calls received within a 12-month period, from premises where the Regulatory Reform (Fire Safety) Order 2005 applies to either all, or part of the premises. The charge will be based on the current scale of service call charges for each fire appliance for up to one hour plus an administrative fee. Charges can be found on our website.

The charges will be made under Section 18C of the Fire and Rescue Services Act 2004 (as amended), which states a fire and rescue authority may charge a person for responding to report of fire etc. when:

- (i) The report of fire is at premises that are not domestic premises;
- (ii) The report is false;
- (iii) The report is made as a direct or indirect result of warning equipment having malfunctioned or been mis-installed
- (iv) There is a persistent problem with false reports of fire at the premises that are made as a direct or indirect result of warning equipment under common control having malfunctioned or been mis-installed.

Premises producing persistent numbers of chargeable false alarm calls will receive an invoice for the 4th call and subsequent calls in a rolling 12-month period. For the purposes of this position statement, buildings within a site will be considered individually based on their Unique Property Reference Number (UPRN). Should the level of chargeable calls drop below 4 in a rolling 12-month period, a charge will not be issued. Each individual call will be assessed on its own merit to determine if it is considered chargeable within the parameters of this policy.

Chargeable incidents will be based on the numbers of appliances attending a single incident. A single charge will apply for each chargeable incident. A separate invoice will be raised against each incident.

The invoice will be issued to the Responsible Person (RP) as defined under the Fire Safety Order. If this person cannot be readily identified, the invoice may be issued to the owner/operator of the business.

If there is any doubt as to the identity of the Responsible Person, HFRS will identify the RP from existing data. Where this is not available or in doubt, they will investigate the matter to verify who the Responsible Person is.

HFRS will keep a record of sites that have been charged and will provide a monthly report detailing sites that have been issued with an invoice. Invoices are to be raised and issued within 30 days from the date HFRS are aware that an attendance is chargeable.

**For further information on this and other position statements please visit  
[www.humbersidefire.gov.uk](http://www.humbersidefire.gov.uk)**



## Appeals

The Public Safety Group Manager (Central), HFRS has overall responsibility for the monitoring and handling of the appeals process. All applications to appeal must indicate which aspect from the criteria of Section 18C of the Fire and Rescue Services Act 2004 (as amended) is the foundation of the appeal. The appeal must also clearly state why it is believed the incident does not comply with the chargeable criteria detailed in Section 18C. If the appeal does not include this information, it cannot be considered and will be rejected. However, if the appeal contains information that demonstrates the incident was not chargeable, the charge will be cancelled.

Appeals are to be investigated and responded to within 21 days. A letter of acknowledgement will be sent to all those who raise an appeal detailing the time periods involved in the appeals process. Appeals not upheld will result in a written response to advise the charge remains payable. Invoices that contain an administrative error, e.g.: not addressed to the correct person or organisation responsible, are not resolved under an appeal. These are issues that should be resolved through appropriate correction and re-issue of the invoice as necessary.

This document sets out the appeals process and will be available online and a copy will be sent out with every invoice. The HFRS process for charging is shown within this position statement (appendix 3).

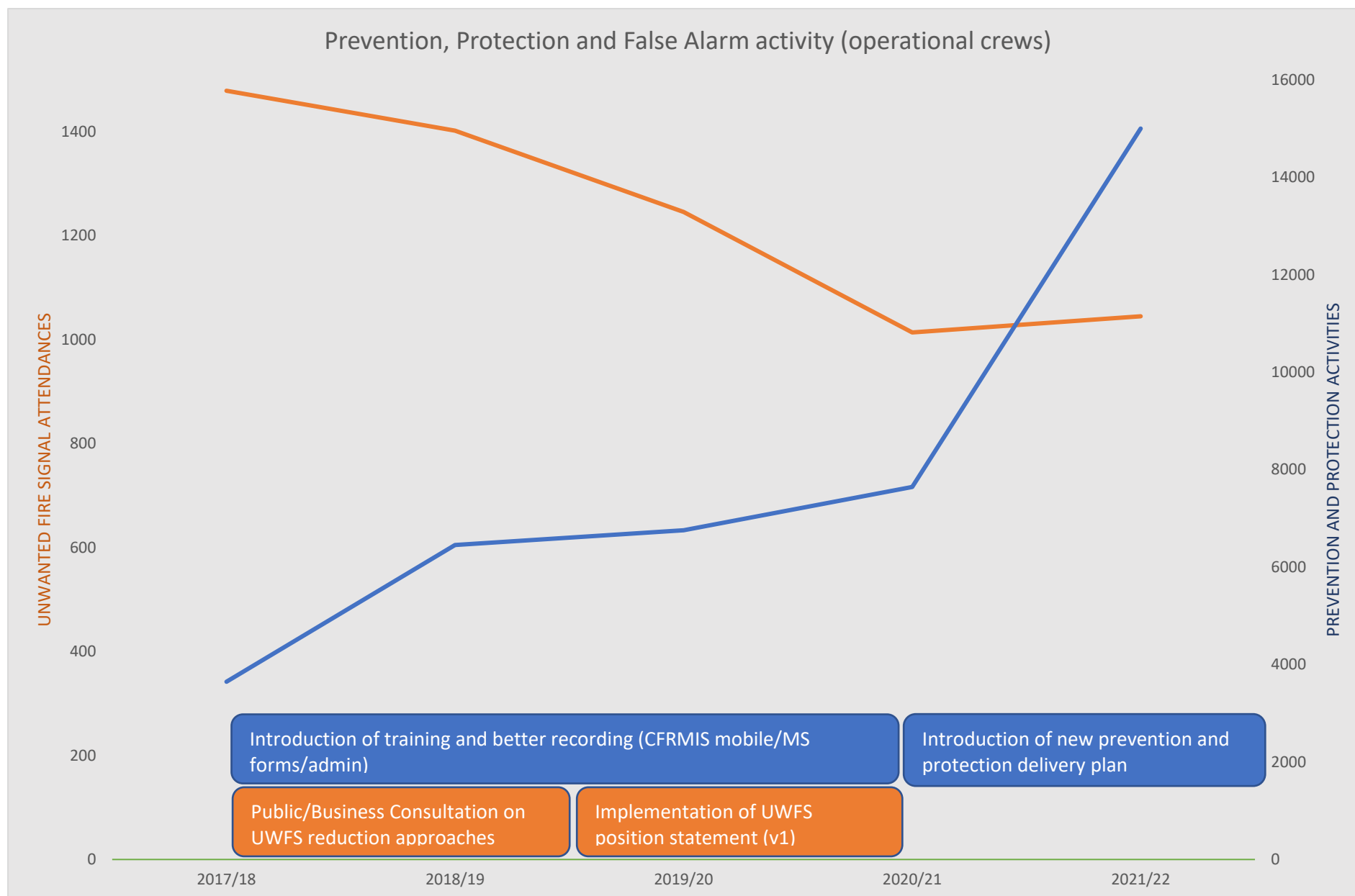
## Letters and Supporting Documentation

In order to support the implementation of the position statement, the following supporting documents are available:

- i) HFRS Policy for Public Safety, Business Safety Advice  
This document is the overarching policy and has been designed to work in conjunction with this document ensuring that all with responsibility for reviewing false alarms and issuing charges apply a consistent approach to the policy.
- ii) Public Advice Note  
This document will be handed out by operational crews attending false alarms, the purpose of the advice note is to provide additional information to those responsible for fire alarms on the new position and provides them with basic advice and contact details should they wish to obtain further information.
- iii) Appeals Note - This note will be included upon an invoice being sent to a premises in line with this position statement.

**For further information on this and other position statements please visit  
[www.humbersidefire.gov.uk](http://www.humbersidefire.gov.uk)**







## FIRE STANDARDS SUMMARY REPORT

### SUMMARY

1. The intention of this report is to provide insight into the origin, context and processes of Fire Standards (FS).

### RECOMMENDATIONS

2. To provide the Authority with detail on Fire Standards and how they are managed by the Service

### REPORT DETAIL

#### 3. Background Summary

3.1 In May 2018 the government announced that a new Fire Standards Board (FSB) would be created, with the responsibility for overseeing and commissioning professional standards for fire and rescue services across England, to ensure a nationally coordinated approach.

3.2 The government FSB proposal was developed in conjunction with the National Fire Chiefs Council (NFCC), Local Government Association and other partners.

3.3 The FSB is independent from government and supported by the NFCC's central programme office which produce the FS, alongside the creation and management of working groups discuss and develop the criteria content.

3.4 The FSB forms part of the government's proposals towards their fire reform programme focused on professionalism, effectiveness, and accountability of fire and rescue services.

#### 4. FSB Composition

4.1 The mission of the FSB is to develop and maintain a suite of standards which set out 'what good looks like'.

4.2 The role of the FSB is to oversee the identification, organisation, development and maintenance of professional standards for fire and rescue services in England.

4.3 The FSB board consists of 6 members with a nominated independent chair and vice chair. Members have representation from areas which include the head of the fire strategy and reform unit, NFCC, and PFCC.

#### 5. Fire Standards Arrangements (FS)

5.1 FS are the benchmark that set out what communities can expect their fire and rescue service to achieve and are applicable to all FRSs in England.

5.2 It is anticipated that FS will be integrated into HMICFRS inspection framework and judgment criteria.

5.3 Learning from inspections will be used to inform the identification and continual development of FS. This process included an agreed memorandum of understanding between FSB and HMICFRS in how they work together and share information.

## 6. Fire Standards Consultation

6.1 Prior to the formal publication all FS are subject to public consultation, from which the FSB duly consider the received feedback and comments.

## 7. Issued Fire Standards

7.1 The published FS details the range of criteria for each FRS to work against to satisfy compliance. Although each FS criteria is unique to the subject matter, there is commonality in both the structure and context outlined below:

- What is necessary to meet the requirements of the FS
  - This includes a list of the specific criteria needed to achieve the standard
  - Of the listed criteria, the FS will differentiate by stating if an FRS *must*, *should*, or *may* need to implement the related criteria.
- Expected benefits of achieving the standard the FS
- Legal requirements or mandatory duties
- Linked qualifications, accreditations of FS
- Guidance and supporting information

7.3 As of the 22.06.2022 there is a total of 11 FS issued, detailed in the below table. *Please Note: It is expected that a 'Data Management' FS will be issued in July.*

| Title                               | FSB Date Issued | FSB Review Date |
|-------------------------------------|-----------------|-----------------|
| Core Code of Ethics                 | 18.05.2021      | 31.05.2024      |
| Community Risk Management Planning  | 18.05.2021      | 30.06.2024      |
| Emergency Preparedness & Resilience | 31.05.2022      | 31.05.2025      |
| Emergency Response Driving          | 16.02.2021      | 28.02.2024      |
| Fire Investigation                  | 31.03.2022      | 31.03.2025      |
| Operational Competence              | 16.02.2021      | 28.02.2024      |
| Operational Learning                | 16.02.2021      | 28.02.2024      |
| Operational Preparedness            | 16.02.2021      | 28.02.2024      |
| Prevention                          | 30.07.2021      | 31.07.2024      |
| Protection                          | 03.09.2021      | 30.09.2024      |
| Safeguarding                        | 31.01.2022      | 28.02.2025      |

## 8. Fire Standards Implementation Toolkit

8.1 The FSB create and publish an implementation toolkit to accompany each standard. (Please Note: the implementation toolkit is provided sometime after the issue date of the FS itself).

8.2 The purpose of the toolkit is to assist each FRS in planning, delivering, and reporting on their FS implementation.

8.3 Compliance is calculated and assessed within the implementation toolkit as either *none*, *partial* or *full*. The assessed rating is derived from the information and evidence provided in the toolkit.

## **9. HFRS Processes & Performance**

9.1 The responsibility to implement and validate compliance with the FS is that of the respective Directorate function, details of which are stated on the implementation toolkit. The infrastructure HFRS have created has being exemplified as best practice through the NFCC working groups.

### **STRATEGIC PLAN COMPATIBILITY**

5. This report is aligned specifically to 'What we must do well' and 'We efficiently manage the Service', within the Strategic Plan 2021-2024.

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

6. None directly in relation to this report, however each of the FS managed through the respective Directorate, would be assessed to determine if any further investment would be needed to accomplish full compliance. The identification and request for additional funds / resources would be rationalised by the appropriate Directorate manager(s).

## **7. LEGAL IMPLICATIONS**

Each FS would be assessed to determine legal implications against the individual criteria requirements for each.  
Cohesion with the Fire and Rescue National Framework, 'Section 2 Delivery of Functions'.

## **8. EQUALITY IMPACT ANALYSIS /HR IMPLICATIONS**

An Equality Impact Analysis would be completed as applicable against each individual FS and / or sub criteria by the responsible Directorate lead.

## **9. CORPORATE RISK MANAGEMENT IMPLICATIONS**

There is a clear need to ensure HFRS are working towards and / or are compliant with all FS as mandated. As applicable FS compliance will be detailed in the corporate risk and opportunity register.

## **10. HEALTH AND SAFETY IMPLICATIONS**

None directly arising.

## **11. COMMUNICATION ACTIONS ARISING**

Communication on going processes to inform and report against the FS

## **12. DETAILS OF CONSULTATION**

Consultation of the FS is managed through the FSB

## **13. BACKGROUND PAPERS AVAILABLE FOR ACCESS**

Appendix 1: Fire Standards Presentation

### **RECOMMENDATIONS RESTATED**

14. The GAS committee use the content of the report to take assurance in the progress the Service is making in complying with the FS, alongside providing information and guidance in relation to support their scrutiny of this subject.

Officer Contact:        Jamie Morris ☎ 01482 567479  
Senior Service Improvement Officer

Humberside Fire & Rescue Service  
Summergroves Way  
Kingston upon Hull

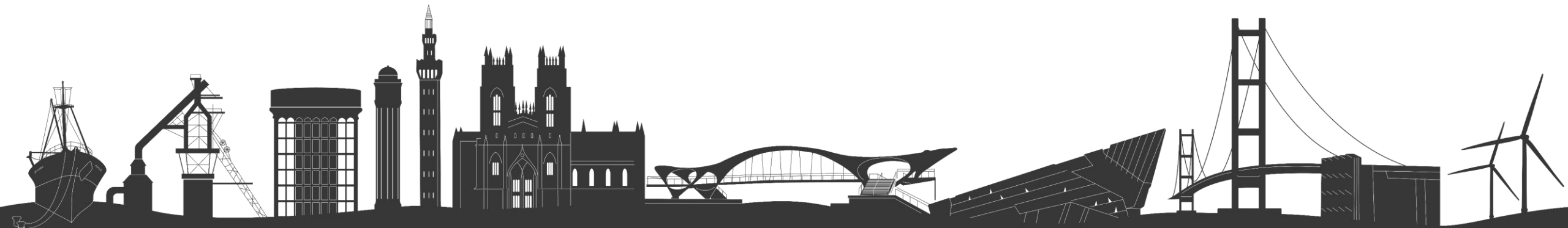
22 July 2022



**HUMBERSIDE**  
Fire & Rescue Service

# Fire Standards

Humberside Fire Authority  
22.07.2022



# Background – Professional Standards



**HUMBERSIDE**  
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- Within the Fire Sector there is an extensive range of established professional standards which all Fire and Rescue Services must demonstrate and evidence compliance towards.
- Following the first round of HMICRS inspection programme part of Sir Tom Winsor's findings resulted in the decision that an improved level of consistency, in the application of common professional standards, was needed across the sector.





# Background – Fire Standards Board

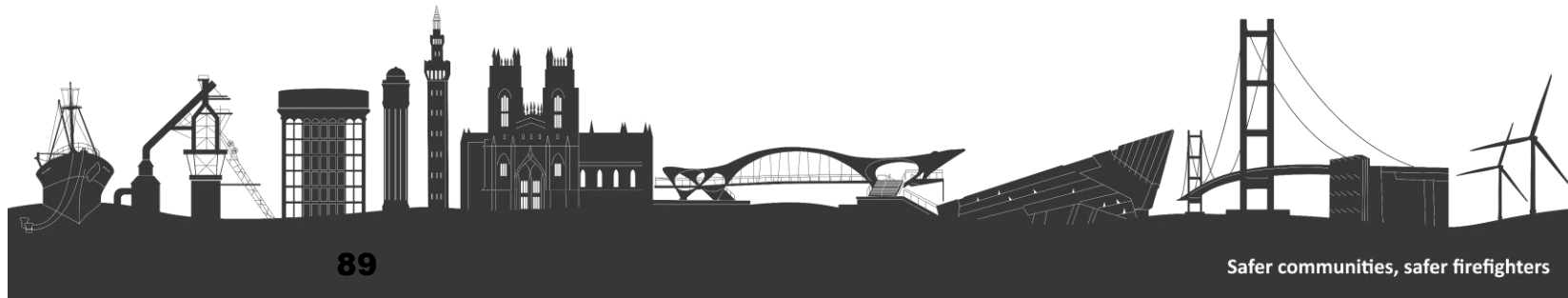


**HUMBERSIDE**  
Fire & Rescue Service

- In May 2018, the government announced a new Fire Standards Board (FSB) would be created, with the responsibility for overseeing and commissioning professional standards for fire and rescue services across England, to ensure a nationally coordinated approach
- The FSB board consists of 6 members with a nominated independent chair and vice chair. Members have representation from different professional areas which includes the head of the fire strategy and reform unit, NFCC, and PFCC.
- The FSB is independent from government and supported by the NFCC's central programme office which produce the Fire Standard, alongside the creation and management of working groups discuss and develop the criteria content



**NFCC**  
National Fire  
Chiefs Council

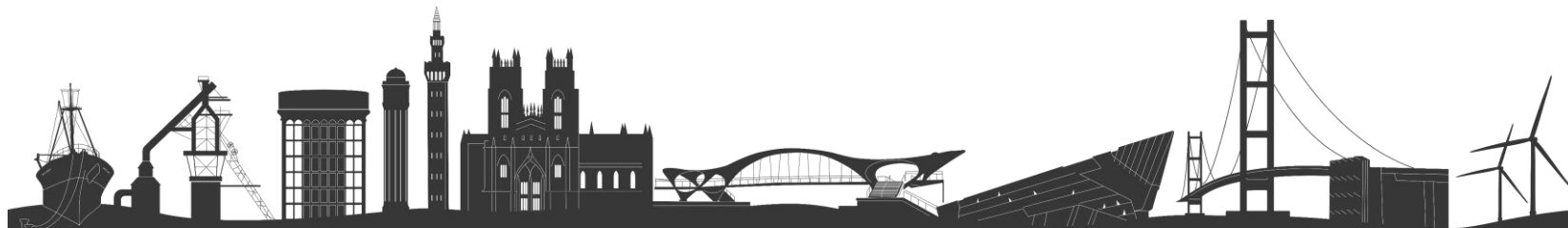


# Fire Standards Board – What it means?



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- The mission of the FSB is to develop and maintain a suite of standards which set out ‘what good looks like’.
- Fire Standards seek to be the benchmark that set out what communities can expect their fire and rescue service to achieve and are applicable to all FRS’s in England.
- Learning from HMICFRS inspections will be used to inform the identification and continual development of Fire Standards. This process included a signed memorandum of understanding between FSB and HMICFRS in how they work together and share information.
- It is anticipated therefore, that Fire Standards will be integrated into HMICFRS inspection framework and judgment criteria.



# Fire Standards - Consultation & Issue



HUMBERSIDE  
Fire & Rescue Service

- The NFCC created a timeline detailing the subject alongside the short to medium term dates for the respective consultation and publication periods.
- Prior to the formal publication all Fire Standards are subject to public consultation, from which the FSB dually consider the received feedback and comments.
- Although each Fire Standard criteria is unique to the subject matter, there is commonality in their format as follows:
  - *The listed criteria for each Fire Standard is prefixed with a FRS must, should, or may need*
  - *Expected benefits of achieving the standard the Fire Standards*
  - *Legal requirements or mandatory duties*
  - *Linked qualifications and accreditations*



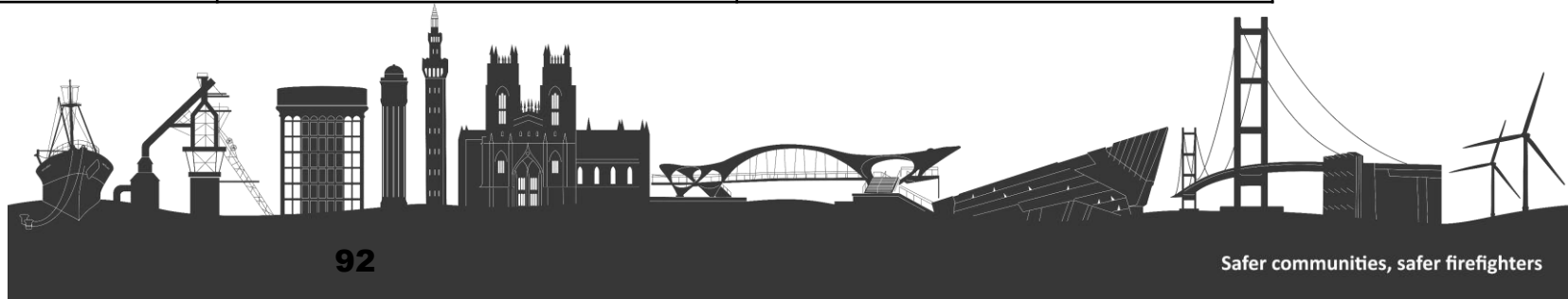


**HUMBERSIDE**  
Fire & Rescue Service

# Fire Standards - Current Status

| Title                               | FSB Date Issued | FSB Review Date |
|-------------------------------------|-----------------|-----------------|
| Core Code of Ethics                 | 18.05.2021      | 31.05.2024      |
| Community Risk Management Planning  | 18.05.2021      | 30.06.2024      |
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| Prevention                          | 30.07.2021      | 31.07.2024      |
| Protection                          | 03.09.2021      | 30.09.2024      |
| Safeguarding                        | 31.01.2022      | 28.02.2025      |
| Data Management                     | TBC             | TBC             |

[Leadership and People Fire Standard consultations – Closes on Friday 9 September 2022](#)





# Implementation Toolkits

- The FSB create and publish an implementation toolkit to accompany each standard.  
(Please Note: the implementation toolkit is provided sometime after the issue date of the FS itself).
- The format of the implementation toolkit (Microsoft Excel) uses a sequence of tabs which lists the criteria and the associated sub-criteria, using a GAP analysis model, against which the FRS populates with narrative and evidence.
- Compliance is calculated through the implementation toolkit to inform an automated dashboard to classify compliance as either *none*, *partial* or *full*.
- Issued Fire Standards do not have any official mandated or recommend timescale in which they should be fully compliant. Timeliness of compliance needs to be considered and managed accordingly through each respective FRS.

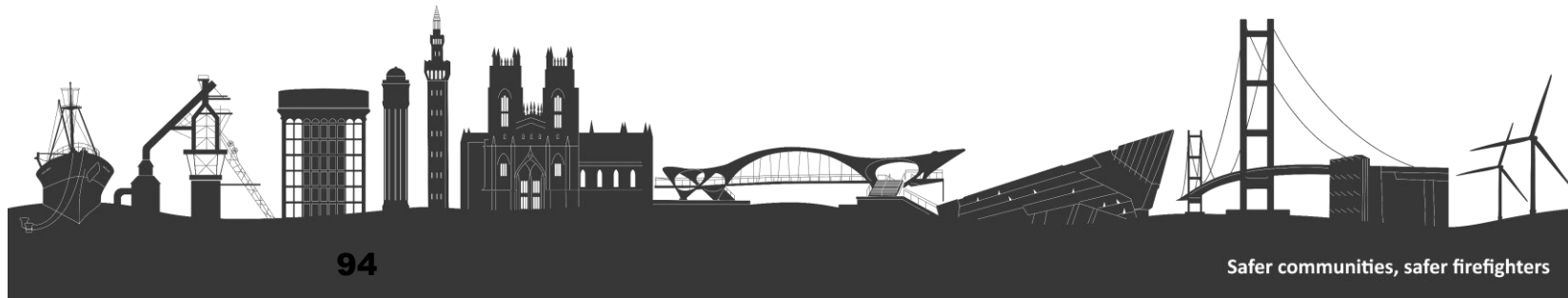


# HFRS Processes & Performance



**HUMBERSIDE**  
Fire & Rescue Service

- Corporate Assurance facilitate the administration, in accordance with an internal process plan, for each Fire Standard managed through a dedicated site on the internal portal.
- The responsibility to implement and validate compliance with the Fire Standard is that of the respective Directorate function,
- To support compliance with each Fire Standard a Policy Delivery Guidance (PDG) is currently in development, to build upon the internal structure already established to add an increased consistency in the Service's approach, focused on:
  - Process plan (roles and responsibilities)
  - Consultations & implementation
  - Quality assurance (including EDI)
  - Compliance management, monitoring & reporting
- The GAS committee reviewed Fire Standards as a security item for 2022/23 gaining assurance against the Services applied approach and management.

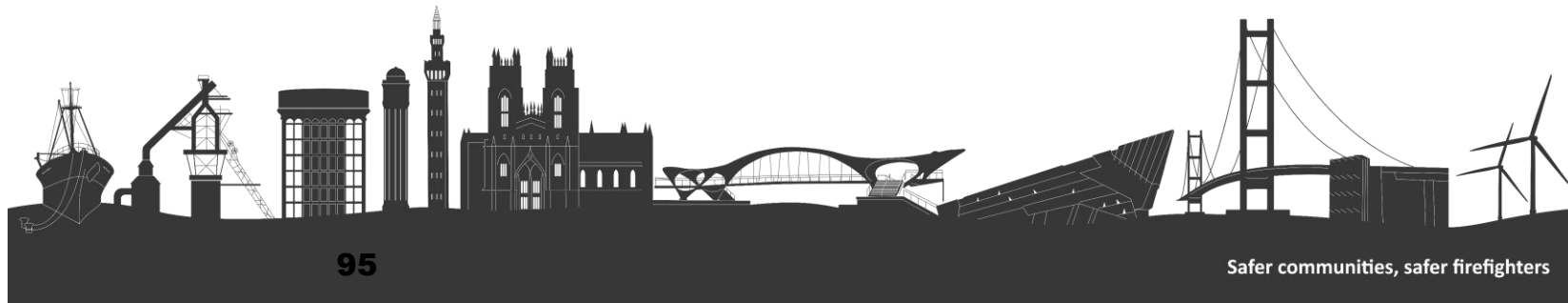




**HUMBERSIDE**  
Fire & Rescue Service

# Fire Standards: Impact

- The FSB plans to have a total of 23 Fire Standards issued and operating by the end 2023/24.
- The associated criteria for some of the Fire Standards introduce changes to current working practices. An example of this is demonstrated through the Emergency Response Driving Standard in which the required driving time commitment increases from 5hrs to 15hrs.
- Resulting impact includes the feasibility of On-Call drivers having the additional capacity and time commitment to comply with the standard in consideration of their contracted terms.
- Additional time and resource commitment for Fulltime crews and driver training
- Impact on Directorates having to manage and evidence compliance to multiply standards simultaneously







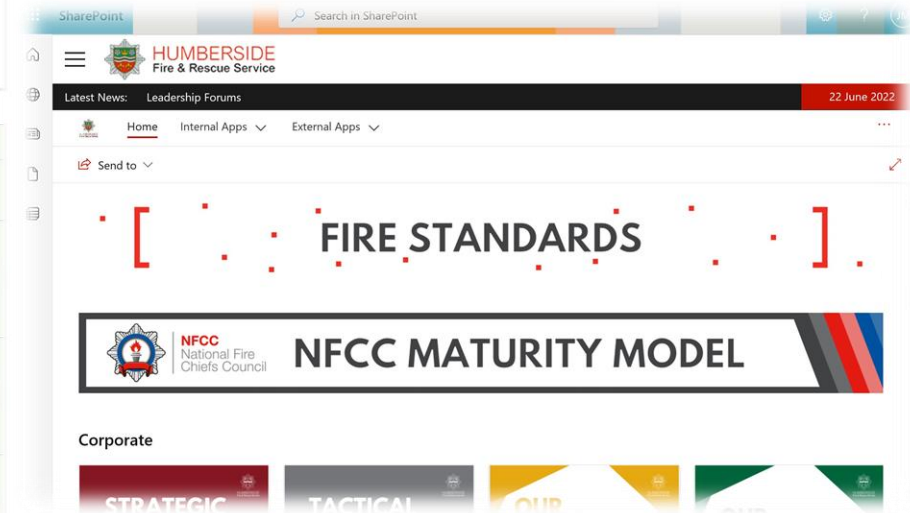
# HFRS Processes & Performance

- The infrastructure HFRS have created has being showcased as best practice by the NFCC.

| Please fill in the contact details below: |                                                    |
|-------------------------------------------|----------------------------------------------------|
| Fire and Rescue Service                   | Fire and Rescued                                   |
| Contact Name                              | Jane Smith                                         |
| Contact Email Address                     | <a href="mailto:Jsmith@FRS.com">Jsmith@FRS.com</a> |
| Contact Phone Number                      | 999 212                                            |



| Criteria | Description                                                                                                                                                        | Priority |        |      | Impact |        |      | Compliance      |                     |               | Chart |
|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|--------|------|--------|--------|------|-----------------|---------------------|---------------|-------|
|          |                                                                                                                                                                    | Low      | Medium | High | Low    | Medium | High | Fully Compliant | Partially Compliant | Non Compliant |       |
| 1        | Undertake all appropriate risk assessments, as required under legislation, to prepare for an operational response                                                  | 0        | 1      | 2    | 0      | 0      | 3    | 2               | 1                   | 0             |       |
| 2        | Align relevant policies, procedures and tailored guidance in preparation for working with other fire and rescue services or responder agencies                     | 0        | 1      | 2    | 0      | 1      | 2    | 1               | 1                   | 1             |       |
| 3        | Base their operational policies, procedures and tailored guidance on National Operational Guidance, unless by exception its content is not relevant to the service | 1        | 0      | 2    | 1      | 0      | 2    | 1               | 1                   | 1             |       |
| 4        | Evidence that learning is evaluated and that improvements have been adopted and embedded                                                                           | 0        | 0      | 2    | 0      | 0      | 2    | 1               | 1                   | 0             |       |

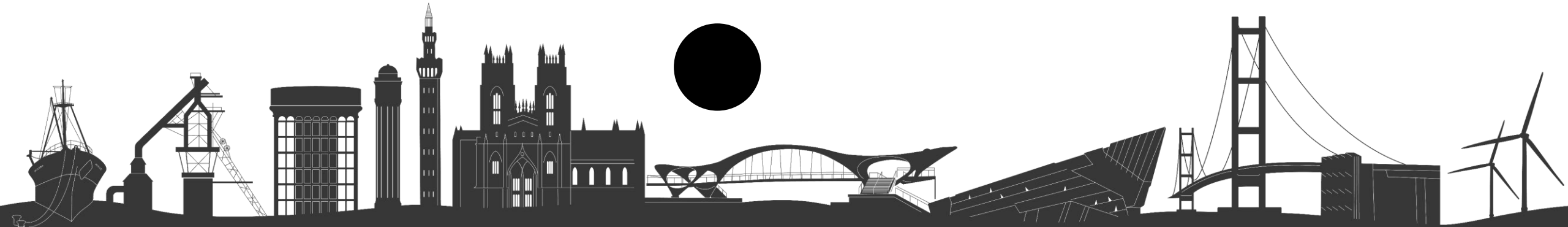
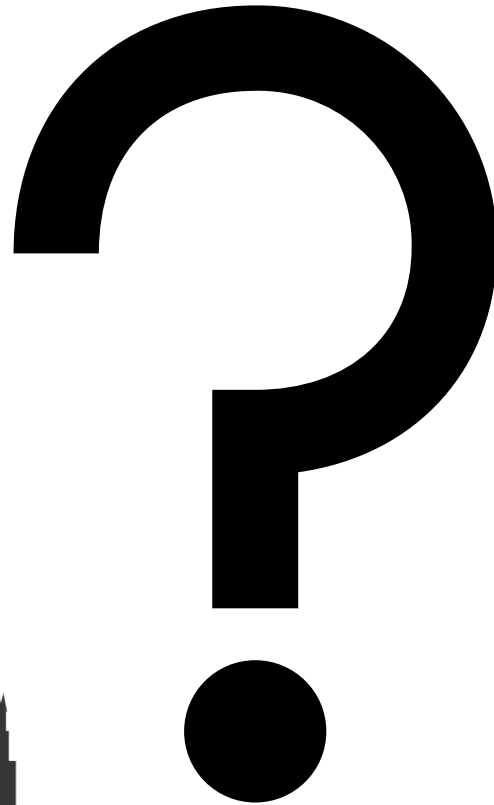




# Questions



**HUMBERSIDE**  
Fire & Rescue Service





## REFORMING OUR FIRE AND RESCUE SERVICE - WHITE PAPER HFA CONSULTATION RESPONSE

### SUMMARY

1. On 18 May 2022, HM Government published a draft White Paper for public consultation, seeking views on a wide range of issues and proposals associated with reforming fire and rescue services in England. The consultation period ends on 26<sup>th</sup> July 2022.
2. This report summarises the draft consultation response of the Authority (as set out at Appendix 1), based upon the views of Members expressed at the Member Day held on 8<sup>th</sup> July 2022, to consider the Authority's consultation response. The Appendix includes contextual background narrative for some of the other questions but only the narrative highlighted in yellow will be submitted along with the response choices as part of the consultation response.

### RECOMMENDATION

3. That Members approve the submission of the final response on behalf of the Authority as set out at Appendix 1.

### REPORT DETAIL

4. At the HFA meeting of 24 June 2022 Members were provided with a summary of HM Government draft White Paper 'Reforming our Fire and Rescue Service', which had been published for public consultation on 18 May 2022. A copy of the draft White Paper was also provided, for consideration by Members, prior to a single item Member Day 8 July 2022, convened to consider the Authority's response to the consultation.
5. This Report provides Members with a summary of the agreed response to the 48 consultation questions, reached at the Member Day. Only 17 of the questions provide an opportunity to add a narrative for context; this was captured at the Member Day and is provided at Appendix 1, highlighted in yellow. The Appendix also includes contextual background narrative for the other questions but only the narrative highlighted in yellow will be submitted along with the response choices as part of the consultation response.

### SUMMARY OF THE HFA RESPONSE TO THE CONSULTATION

| CONSULTATION QUESTION |                                                                                                                                                                                                                       | HFA RESPONSE   |
|-----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| <b>PEOPLE</b>         |                                                                                                                                                                                                                       |                |
| 1.                    | 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? | Agree          |
| 2.                    | 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?                                                                | Strongly Agree |

| CONSULTATION QUESTION  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | HFA RESPONSE      |
|------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| 3.                     | 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?                                                                                                                                                                                                                                                                                                               | Disagree          |
| 4.                     | To what extent do you agree/disagree that the current pay negotiation arrangements are appropriate?                                                                                                                                                                                                                                                                                                                                                                                                                          | Strongly Disagree |
| 5.                     | Please provide the reasons for your response                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <i>Narrative</i>  |
| 6.                     | To what extent do you agree/disagree that consistent entry requirements should be explored for fire and rescue service roles?                                                                                                                                                                                                                                                                                                                                                                                                | Strongly Agree    |
| 7.                     | Please provide the reasons for your response                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <i>Narrative</i>  |
| 8.                     | 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?                                                                                                                                                                                                                                                                                                                                                             | Agree             |
| <b>PROFESSIONALISM</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                   |
| 9.                     | To what extent do you agree/disagree with the proposed introduction of a 21st century leadership programme?                                                                                                                                                                                                                                                                                                                                                                                                                  | Agree             |
| 10.                    | Please provide the reasons for your responses                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <i>Narrative</i>  |
| 11.                    | 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?                                                                                                                                                                                                                                                                                                                                         | Disagree          |
| 12.                    | <p>To what extent do you agree/disagree that each of the activities outlined are high priorities for helping improve the use and quality of fire and rescue service data?</p> <p><input type="checkbox"/> A national data analytics capability.</p> <p><input type="checkbox"/> Data-focused training.</p> <p><input type="checkbox"/> Consistent approaches to structuring data</p> <p><input type="checkbox"/> Clear expectations for data governance</p> <p><input type="checkbox"/> Securing data-sharing agreements</p> | Strongly Agree    |
| 13.                    | What other activities, beyond those listed above, would help improve the use and quality of fire and rescue service data? Please give the reasons for your response.                                                                                                                                                                                                                                                                                                                                                         | <i>Narrative</i>  |
| 14.                    | <p>To what extent do you agree/disagree that each of the activities outlined above are high priorities for improving the use and quality of fire evidence and research?</p> <p><input type="checkbox"/> Collaborating</p> <p><input type="checkbox"/> Commissioning</p> <p><input type="checkbox"/> Conducting</p> <p><input type="checkbox"/> Collating</p>                                                                                                                                                                 | Strongly Agree    |
| 15.                    | What other activities, beyond those listed above, would help improve the use and quality of evidence and research on fire and other hazards? Please provide the reasons for your responses                                                                                                                                                                                                                                                                                                                                   | <i>Narrative</i>  |
| 16.                    | To what extent do you agree/disagree with the creation of a statutory code of ethics for services in England?                                                                                                                                                                                                                                                                                                                                                                                                                | Agree             |
| 17.                    | 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?                                                                                                                                                                                                                                                                                                                                              | Strongly Agree    |
| 18.                    | 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?                                                                                                                                                                                                                                                                                                                                  | Strongly Agree    |

| CONSULTATION QUESTION |                                                                                                                                                                                                                  | HFA RESPONSE      |
|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| 19.                   | 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?                                     | Agree             |
| 20.                   | To what extent do you agree/disagree with the creation of a fire and rescue service oath for services in England?                                                                                                | Neither           |
| 21.                   | Please provide the reasons for your responses                                                                                                                                                                    | <i>Narrative</i>  |
| 22.                   | 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?                                                                  | Disagree          |
| 23.                   | To what extent do you agree/disagree with an Oath being mandatory for all employees?                                                                                                                             | Disagree          |
| 24.                   | To what extent do you agree/disagree that breach of the fire and rescue service oath should be dealt with as an employment matter?                                                                               | Disagree          |
| 25.                   | To what extent do you agree/disagree that the five areas listed above are priorities for professionalising fire and rescue services?<br>• Leadership<br>• Data<br>• Research<br>• Ethics<br>• Clear Expectations | Agree             |
| 26.                   | What other activities, beyond the five listed above, could help to professionalise fire and rescue services?                                                                                                     | <i>Narrative</i>  |
| 27.                   | 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?                                                 | Agree             |
| 28.                   | Please provide the reasons for your response                                                                                                                                                                     | <i>Narrative</i>  |
| <b>GOVERNANCE</b>     |                                                                                                                                                                                                                  |                   |
| 29.                   | To what extent do you agree/disagree that Government should transfer responsibility for fire and rescue services in England to a single elected individual?                                                      | Strongly Disagree |
| 30.                   | What factors should be considered when transferring fire governance to a directly elected individual?                                                                                                            | <i>Narrative</i>  |
| 31.                   | Where Mayoral Combined Authorities 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?                    | Strongly Disagree |
| 32.                   | To what extent do you agree/disagree that Government should transfer responsibility for fire and rescue services in England to police and crime commissioners?                                                   | Strongly Disagree |
| 33.                   | 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?                               | Yes               |
| 34.                   | If yes, please explain other options and your reasons for proposing them                                                                                                                                         | <i>Narrative</i>  |
| 35.                   | To what extent do you agree or disagree that the legal basis for fire and rescue authorities could be strengthened and clarified?                                                                                | Strongly Agree    |
| 36.                   | Please provide the reasons for your response                                                                                                                                                                     | <i>Narrative</i>  |

| CONSULTATION QUESTION |                                                                                                                                                                                              | HFA RESPONSE     |
|-----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| 37.                   | 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? | Strongly Agree   |
| 38.                   | 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?                           | Strongly Agree   |
| 39.                   | Please provide the reasons for your response                                                                                                                                                 | <i>Narrative</i> |
| 40.                   | To what extent do you agree with this proposed approach (as outlined in the table on page 31 of the White Paper)?                                                                            | Disagree         |
| 41.                   | Do you have any other comments to further support your answer?                                                                                                                               | <i>Narrative</i> |
| 42.                   | Are there any factors we should consider when implementing these proposals?                                                                                                                  | <i>Narrative</i> |
| 43.                   | What factors should we consider when giving chief fire officers operational independence? Please provide the reasons for your opinions                                                       | <i>Narrative</i> |
| 44.                   | What factors should we consider should we make chief fire officers corporations sole?                                                                                                        | <i>Narrative</i> |
| 45.                   | To what extent do you agree or disagree that the responsibility for strategic and operational planning should be better distinguished?                                                       | Agree            |
| 46.                   | To what extent do you agree or disagree that the strategic plan should be the responsibility of the fire and rescue authority?                                                               | Agree            |
| 47.                   | To what extent do you agree or disagree that the operational plan should be the responsibility of the chief fire officer?                                                                    | Strongly Agree   |
| 48.                   | Please provide the reasons for your response                                                                                                                                                 | <i>Narrative</i> |

#### STRATEGIC PLAN COMPATIBILITY

6. No impact on the delivery of the 2021-24 Strategic Plan is anticipated at this time.

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

7. To be assessed following the final publication of the White Paper.

#### LEGAL IMPLICATIONS

8. Legal implications arising from the White Paper will be considered following the final publication.

#### EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS

9. Local implementation of change will be informed by the Equality Impact Assessment(s) and strategic HR guidance. This will be considered following the final publication.

#### CORPORATE RISK MANAGEMENT IMPLICATIONS

10. The Service will consider the Risk and Opportunities arising from the White Paper and reform programme as further detail is made available.

## HEALTH AND SAFETY IMPLICATIONS

11. None arising.

## COMMUNICATION ACTIONS ARISING

12. The consultation of the White Paper will be shared via internal and external communications.

## DETAILS OF CONSULTATION AND/OR COLLABORATION

13. Member Day held on 8<sup>th</sup> July 2022

## BACKGROUND PAPERS AVAILABLE FOR ACCESS

- Fire Authority Paper – 24<sup>th</sup> June 2022. Reforming Our Fire and Rescue Service White Paper and Consultation
- Reforming Our Fire and Rescue Service. Government White Paper 2022. Published 18 May 2022  
<https://www.gov.uk/government/consultations/reforming-our-fire-and-rescue-service>
- State of Fire and Rescue. The annual assessment of fire and rescue services in England 2021. Report by Sir Thomas Winsor, Her Majesty's Chief Inspector of Fire and Rescue Services. Published 15 December 2021  
<https://www.justiceinspectorates.gov.uk/hmicfrs/publications/state-fire-rescue-annual-assessment-2021/>
- Conditions of service for fire and rescue staff: independent review. An independent review of conditions of service for fire and rescue staff in England. Adrian Thomas 2015.  
<https://www.gov.uk/government/publications/conditions-of-service-for-fire-and-rescue-staff-independent-review>
- Concluding Part One of the Police and Crime Commissioner Review. Statement made on 16 March 2021 by The Rt Hon Priti Patel MP. The Secretary of State for the Home Department.  
<https://questions-statements.parliament.uk/written-statements/detail/2021-03-16/hcws849>

## RECOMMENDATION RESTATED

14. That Members approve the submission of the final response on behalf of the Authority as set out at Appendix 1.

**C BLACKSELL**

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Telephone: (01482) 567479

Humberside Fire & Rescue Service  
Summergroves Way  
Kingston upon Hull





## People

| Number | Question Theme(s)                                                  | Question                                                                                                                                                                                                              | Multi Choice Response | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|--------|--------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Q1     | The Role of the Fire and Rescue Services, Modern Working Practices | 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? | Agree                 | <b>No option to comment on the official consultation return</b><br><i>Internal Rationale: Flexibility to deploy staff was demonstrated during COVID alongside other civil protection matters such as supporting the ambulance and health sectors. Although the principle is to strongly agree, finance and resourcing must be at the forefront of these discussions to ensure what can be done is not prohibited by such constraints. Furthermore the necessity to reform the National Framework, the role of FF, alongside modified performance measures is integral to ensure the strong agreement with this proposal can be effectively realised. A workable platform to open discussion on industrial relations with detailed proposals is essential.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Q2     | Public Safety                                                      | 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?                                                                | Strongly Agree        | <b>No option to comment on the official consultation return</b><br><i>Internal Rationale: HFRS already play an active role in related health agendas through the Falls team and emergency responders in addition to the array of continued public safety activities. This particular question is more relatable to the requirement of sufficient resources being assured, more than a change in governance model. Both the continuation and expansion of this role is dependent on the considerations outlined in our Q1 response.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Q3     | Business Continuity                                                | 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?        | Disagree              | <b>No option to comment on the official consultation return</b><br><i>Internal Rationale: Agree in principle although proposed reform to the Act would itself require further information and specific consultation in conjunction with the proposals and responses made in Q1 &amp; Q2. seperated funding would need to be provided.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Q4     | Pay Negotiation                                                    | To what extent do you agree/disagree that the current pay negotiation arrangements are appropriate?                                                                                                                   | Strongly Disagree     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Q5     |                                                                    | Please provide the reasons for your response                                                                                                                                                                          | N/A                   | The question and supporting context is aligned to Grey Book terms and conditions, (a separate more focused question for Green book staff would be beneficial). As already identified Adrian Thomas, in his review of Conditions of Service in 2015, concluded that it needs to be modernised, and in the State of Fire and Rescue 2020 report, Sir Thomas Winsor called for fundamental reform. HFRS agree with the expressed intent of these comments and, in strongly disagreeing with the current arrangements, seek for effective reform. A clear benefit would be for wider collaboration beyond the current limitations in operation through the NJC negotiation model, with an independent review seeking to address this current obstacle. To initiate many of the proposals outlined in this White Paper consultation it is imperative the negotiation of pay is planned in accordance with any implemented statute changes in the role of operational staff. Consequentially there needs to be a more longer term focus on the funding arrangements for the Service if an expanded remit is to progress and operational pay is to be sustainable, including nationally determined pay settlements and addressing the current inadequacies between more affluent Services. FRS's should have the same flexibility as the Police to increase council tax precept levels above 2%, without the requirement to conduct a referendum. Services being able to offer additional pay incentives creates an imbalance. In removing financial incentives, replacing them with a more level and consistent approach to pay amongst Services, removes the need to use public monies in such an inefficient and / or unsustainable way. |
| Q6     | Nurturing New and Existing Talent                                  | To what extent do you agree/disagree that consistent entry requirements should be explored for fire and rescue service roles?                                                                                         | Strongly Agree        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Q7     |                                                                    | Please provide the reasons for your response                                                                                                                                                                          | N/A                   | In strongly agreeing HFRS see this as an another route to expand the diversity of the Service through a inclusive approach to recruitment. To effectively create a consistent approach, considerable research and planning must be given towards the four distinct domains of Full-Time, On-Call, Control and Fire Service staff including role specific requirements and localism, retention, geographical and demographic challenges for each respective Service area. For Full-Time recruitment the defined role of the Firefighter and pay negotiations, in relation to the proposed changes, will certainly influence both the requirements and volume of applicants. The individual intricacies and variants to On-Call recruitment cannot be underestimated given the often rural location of stations. Response time challenges introduce the need for a hybrid approach between consistent standards for recruitment alongside organisational flexibility given the limitations to the volume of eligible candidates based on locality. There is currently a significant omission of recognised entry requirements nationally for Control and Fire Service staff, both of which would benefit from a considered approach to their individual identity, purpose and requirements not currently considered in this White Paper consultation.                                                                                                                                                                                                                                                                                                                                                                                  |
| Q8     | Nurturing New and Existing Talent                                  | 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?                                                      | Agree                 | <b>No option to comment on the official consultation return</b><br><i>Internal Rationale: HFRS see this as an another route to expand the diversity of the Service. However to be effectively applied it has an overarching reliance on the previous questions / proposals being effectively addressed.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

## Professionalism

| Number | Question Theme(s)                                                                 | Question                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Multi Choice Response | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|--------|-----------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Q9     | Leadership of the Profession to Date, Leadership, A 21st Century Leadership Offer | To what extent do you agree/disagree with the proposed introduction of a 21st century leadership programme?                                                                                                                                                                                                                                                                                                                                                                                       | Agree                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Q10    |                                                                                   | Please provide the reasons for your responses                                                                                                                                                                                                                                                                                                                                                                                                                                                     | N/A                   | Agreement in principle to a progressive leadership programme. Consideration must be given to the existing arrangements and investment made by HFRS into the Executive Leadership Programme alongside the other professional and academic qualifications. In addition, there is an established infrastructure of leadership courses in which HFRS continue to invest regarding strategic commanders' completion of the Multi Agency Gold Incident Command Course. In coordination with this is the required accreditation to a level 7 award for strategic incident command including independent assessment. A collective discussion and consultation would need to be initiated to assess both the effectiveness of current arrangements and how a proposed 21st leadership programme would enhance current arrangements. In accordance with Q11, although the potential for a new leadership programme should be explored against the considerations stated, mandating such a requirement at this current time would have an adverse effect, until clarity and agreement on other reform proposals can be reached. Integral to this includes agreement of funding arrangements for such a programme, direct entry criteria, EDI impacts, analysis and evaluation of current leadership programmes. |
| Q11    | Leadership of the Profession to Date, Leadership, A 21st Century Leadership Offer | 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?                                                                                                                                                                                                                                                                                                              | Disagree              | <b>No option to comment on the official consultation return</b><br><i>Internal Rationale: In accordance with Q9 and Q10, although the potential for a new leadership programme should be explored against the considerations stated, mandating such a requirement at this current time would have an adverse effect, until clarity and agreement on other reform proposals can be reached. Integral to this includes agreement of funding arrangements for such a programme, direct entry criteria, EDI impacts, analysis and evaluation of current leadership programmes. lacks diversity in meeting others needs</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Q12    | Smarter Use of Data                                                               | To what extent do you agree/disagree that each of the activities outlined are high priorities for helping improve the use and quality of fire and rescue service data?<br><input type="checkbox"/> A national data analytics capability.<br><input type="checkbox"/> Data-focused training.<br><input type="checkbox"/> Consistent approaches to structuring data<br><input type="checkbox"/> Clear expectations for data governance<br><input type="checkbox"/> Securing data-sharing agreements | Strongly Agree        | <b>No option to comment on the official consultation return</b><br><i>Internal Rationale: HFRS were early adopters of gathering, analysing and applying data led intelligence to inform and direct activities and resources aligned with our CRMP. The proposal would enable HFRS to continue its proactive work in this area but, through a reformed approach nationally, enable our current leading work with the NFCC and local / regional partners to benefit from a more robust and consistent approach. Each of the 5 priority areas outlined would, if developed and implemented well, positively influence the effectiveness and efficiency of all FRSs in using data smartly.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Q13    | Smarter Use of Data                                                               | What other activities, beyond those listed above, would help improve the use and quality of fire and rescue service data? Please give the reasons for your response.                                                                                                                                                                                                                                                                                                                              | N/A                   | A key to this intent must be to professionalise the function of data analysis and management throughout the fire sector. This presents the opportunity to consider professional competencies, training, resources and infrastructures needed to ensure data is an embedded function amongst all FRSs. This includes a more collaborative approach nationally regarding effective data sharing agreements, including those with the sector holistically, not just at an individual Service level. A clear approach to funding and resourcing to ensure the implementation of smarter data amongst all Services. Adopting best practice from other sectors concerning data analytics and infrastructure, such as the Police model facilitated through the College of Policing. This approach in the Fire sector can only be accomplished through supportive national reforms to data governance arrangements to allow risk critical and intelligence led data to be shared more effectively.                                                                                                                                                                                                                                                                                                           |
| Q14    | Research                                                                          | To what extent do you agree/disagree that each of the activities outlined above are high priorities for improving the use and quality of fire evidence and research?<br><input type="checkbox"/> Collaborating<br><input type="checkbox"/> Commissioning<br><input type="checkbox"/> Conducting<br><input type="checkbox"/> Collating                                                                                                                                                             | Strongly Agree        | <b>No option to comment on the official consultation return</b><br><i>Internal Rationale: Existing work already facilitated nationally through the NFCC explores such areas. Much of the work is an additional activity for participating FRS's to existing responsibilities and devoid of a sustainable means of consistent funding streams. Making this function more robust thorough a dedicated central function should seek to make remove funding barriers allowing the conducted research to be consistently valid, accurate, transparent and timely.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Q15    | Research                                                                          | What other activities, beyond those listed above, would help improve the use and quality of evidence and research on fire and other hazards? Please provide the reasons for your responses                                                                                                                                                                                                                                                                                                        | N/A                   | It would align with the suggested reforms for data already proved within the fire sector through a coordinated approach, including between the public and private sectors. Utilising academic and social science professionals enables the validity of the research to have more purpose.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Q16    | Clear Expectation, Ethics & Culture                                               | To what extent do you agree/disagree with the creation of a statutory code of ethics for services in England?                                                                                                                                                                                                                                                                                                                                                                                     | Agree                 | <b>No option to comment on the official consultation return</b><br><i>Internal Rationale:HFRS were early adopters of the core code of ethics which are embedded and positively reflected as such by HMICFRS</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Q17    | Clear Expectation, Ethics & Culture                                               | 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?                                                                                                                                                                                                                                                                                                                   | Strongly Agree        | <b>No option to comment on the official consultation return</b><br><i>Internal Rationale:HFRS were early adopters of the core code of ethics which are embedded and positively reflected as such by HMICFRS, so making a statutory would provide consistency in the sector</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

## Professionalism

| Number | Question Theme(s)                                             | Question                                                                                                                                                                                                         | Multi Choice Response | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|--------|---------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Q18    | Clear Expectation, Ethics & Culture                           | 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?                      | Strongly Agree        | <b>No option to comment on the official consultation return</b><br><i>Internal Rationale: HFRS were early adopters of the core code of ethics which are embedded and positively reflected as such by HMICFRS, so making a statutory would provide consistency in the sector and would be appropriately aligned to the CFO</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Q19    | Clear Expectation, Ethics & Culture                           | 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?                                     | Agree                 | <b>No option to comment on the official consultation return</b><br><i>Internal Rationale: Agreement in principle however more information would need to be provided for context and the perceived benefits.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Q20    | Fire & Rescue Service Oath                                    | To what extent do you agree/disagree with the creation of a fire and rescue service oath for services in England?                                                                                                | Neither               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Q21    |                                                               | Please provide the reasons for your responses                                                                                                                                                                    | N/A                   | Thought must be given to making an oath a requirement within the Fire Sector, when a proposal to make the adoption of the code of ethics a statutory requirement has been made. Comparison to the Police in this instance appears disjointed and without additional context seems to be trying to align arrangements in the absence of context. Research and analysis of how effective the oath has been in the Police would be beneficial alongside clear supporting evidence of how implementing and monitoring the effectiveness of the oath in the Fire Sector would be managed. Practicalities such as a refusal of new and / or existing staff members to adopt the oath would need to be reviewed alongside any EDI implications.                                                                                 |
| Q22    | Fire & Rescue Service Oath                                    | 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?                                                                  | Disagree              | <b>No option to comment on the official consultation return</b><br><i>Internal Rationale: Already embedded in HFRS through policy, communications, PDRs and other systems without an overarching oath.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Q23    | Fire & Rescue Service Oath                                    | To what extent do you agree/disagree with an Oath being mandatory for all employees?                                                                                                                             | Disagree              | <b>No option to comment on the official consultation return</b><br><i>Internal Rationale: Refer to Q20&amp;21</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Q24    | Fire & Rescue Service Oath                                    | To what extent do you agree/disagree that breach of the fire and rescue service oath should be dealt with as an employment matter?                                                                               | Disagree              | <b>No option to comment on the official consultation return</b><br><i>Internal Rationale: Refer to Q20&amp;21 and the Service already has policies to manage such matters</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Q25    | Professionalism Summary                                       | To what extent do you agree/disagree that the five areas listed above are priorities for professionalising fire and rescue services?<br>• Leadership<br>• Data<br>• Research<br>• Ethics<br>• Clear Expectations | Agree                 | <b>No option to comment on the official consultation return</b><br><i>Internal Rationale: as outlined in the individual responses to each of these areas. The question is very generic and misleading as the 5 priority areas are sensible but the context in which they are described in this White Paper either lacks context and / or is specific to a particular aspect of those priorities.</i>                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Q26    | Professionalism Summary                                       | What other activities, beyond the five listed above, could help to professionalise fire and rescue services?                                                                                                     | N/A                   | The five priority are themselves sensible. There is an absence though of sufficient context beyond that of an overarching intention, mainly identifiable in the omission of any details related to the sustainability of funding to support the effective transition and / or integration of these priorities. Longer term sector funding plans from the government is essential for these 5 priorities and their associated objectives to be fulfilled. If funding and planning arrangements continue to be short term, consistency in the fire sector will never be accomplished within these five priority areas commob prostandsrds. It needs to be clearly referenced that FRS's already have a range of professional standards andis their consistent applicaitons in the sector which is more of a consideration. |
| Q27    | Independent Strategic Oversight, A College of Fire and Rescue | 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?                                                 | Agree                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Q28    |                                                               | Please provide the reasons for your response                                                                                                                                                                     | N/A                   | Agree in principle but is evidently aligned to our response made in question 26 on account of funding, which although is a concurrent theme for each proposed reform, has no supporting information provided in the White Paper to make a truly informed response. A review and evaluation of current working practices and options for the delivery of professional development, including the existing role of the Fire Service college, would provide greater insight into the feasibility of planned changes which would have the potential to create a national hub of learning and development.                                                                                                                                                                                                                    |

## Governance

| Number | Question Theme(s)                              | Question                                                                                                                                                                                      | Multi Choice Response | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|--------|------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Q29    | Governance Structures                          | To what extent do you agree/disagree that Government should transfer responsibility for fire and rescue services in England to a single elected individual?                                   | Strongly Disagree     | <b>No option to comment on the official consultation return</b><br><i>Internal Rationale: Humberside Fire Authority was created by a Combination Scheme Order in 1995. This was locally determined by the elected representatives of the four Counties in our area, and our Fire and Rescue Service has continually received both support, and excellent feedback from all our communities ever since. The Authority operates in an extremely open manner, continually within managing a balanced budget, even during times of austerity and with a balanced representation of geographical areas and political parties which ensures that all decisions are taken for the good of the communities we serve. This is also done with wide ranging operational independence delegated to our Chief Fire Officer formally via our constitution. There is insufficient supporting research and / or evidence that proposes a informed rationale to why this constitutionally agreed process should be replaced.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Q30    | Governance Structures                          | What factors should be considered when transferring fire governance to a directly elected individual?                                                                                         | N/A                   | A much clearer evidence based rationale for making the transfer is required. Without any conducted independent research, analysis, survey results, evaluation or HMICFRS governance inspection the factors needed to be considered cannot be accurately informed as there is no indicators to benchmark against. Within the white paper consultation document there is no detail on the how the individual model would or could replicate the agreed constitutional arrangements currently in operation which facilitates the views of the different the county authorities.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Q31    | The Mayoral Model                              | Where Mayoral Combined Authorities 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? | Strongly Disagree     | <b>No option to comment on the official consultation return</b><br><i>Internal Rationale: No Comment as less likely to impact on our area, and model is not consistent in the country.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Q32    | Police and Crime Commissioners                 | To what extent do you agree/disagree that Government should transfer responsibility for fire and rescue services in England to police and crime commissioners?                                | Strongly Disagree     | <b>No option to comment on the official consultation return</b><br><i>Internal Rationale: The evidence base for proposing the change is not identifiable. The White Paper seems to cast doubt upon the quality of elected Members that sit on Fire Authorities. Bearing in mind that past and serving Members of HFA include three past and serving Leaders of Councils, two past and serving Deputy Leaders of Councils and one serving Member of Parliament that is demonstrably not an issue in this area. It is also accurate to say that the Government have no evidence that this is the case. Despite offering to be a pilot for a governance inspection for HMICFRS on many occasions we have not been taken up on that offer. The governance section of the White Paper is built entirely on the premise that an individual is better than a Committee structure. It is clear from high performing businesses across the World that this isn't the case, but is even less clear why this would benefit a Fire and Rescue Service. Currently there is good political balance on the Fire Authority and also a balance of representation for all our communities from elected representatives of all four Local Authorities. This means that there is a breadth of knowledge, and access to the views of communities, that simply cannot be replicated by one individual. It is also the case that any elected Members on the Fire Authority have already been recently voted for by their constituents and are therefore much less likely to, subconsciously or otherwise, allow the election cycle to affect their decision making, whereas the election cycle of one individual is much more likely to have an impact upon their decisions.</i> |
| Q33    | Other Options, such as an executive councillor | 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?            | Yes                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Q34    |                                                | If yes, please explain other options and your reasons for proposing them                                                                                                                      | N/A                   | As already referenced a strong recommendation is that governance reviews are undertaken and the outcomes considered before any changes are made. The most important thing is that the Service is able to continue to develop the great service it delivers to our communities without being sidetracked by political considerations. The Authority supports the retention of the status quo until such a time that reviews are undertaken of each governance model to inform the preferred option. Alternatively the Authority supports the potential transfer of Service governance to one of the Council Leaders, on behalf of all four county areas, for them to operate in the most efficient and effective way they are able to, in line with current practices and performance.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Q35    | Other Options, such as an executive councillor | To what extent do you agree or disagree that the legal basis for fire and rescue authorities could be strengthened and clarified?                                                             | Strongly Agree        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

## Governance

| Number | Question Theme(s)                                            | Question                                                                                                                                                                                     | Multi Choice Response | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|--------|--------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Q36    |                                                              | Please provide the reasons for your response                                                                                                                                                 | N/A                   | Humberside Fire Authority was created by a Combination Scheme Order in 1995. This was locally determined by the elected representatives of the four Counties in our area, and our Fire and Rescue Service has continually received both support, and excellent feedback from all our communities ever since. The Authority operates in an extremely open manner, continually within managing a balanced budget, even during times of austerity and with a balanced representation of geographical areas and political parties which ensures that all decisions are taken for the good of the communities we serve. This is also done with wide ranging operational independence delegated to our Chief Fire Officer formally via our constitution. Effectively strengthening this existing model would help the continuation of a consistent and board led approach to governance. |
| Q37    | Boundaries                                                   | 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? | Strongly Agree        | <b>No option to comment on the official consultation return</b><br><i>Internal Rationale:</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Q38    | Fire Funding                                                 | 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?                           | Strongly Agree        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Q39    |                                                              | Please provide the reasons for your response                                                                                                                                                 | N/A                   | Without ring-fencing the potential for FRS's to not receive the resources it might otherwise be allocated, due to other competing priorities within the parent authority, would have determinantal effect to maintaining front line response. As a result, fire and rescue budgets become reduced and unable to fulfil the requirements of their respective CRMP. An increased risk in FRS's having to compete with other parts of the local authority for capital funding to replace essential assets creates instability with the infrastructure infringing on the FRS's ability to effectively serve their communities.                                                                                                                                                                                                                                                         |
| Q40    | A Balanced Leadership Model                                  | To what extent do you agree with this proposed approach (as outlined in the table above)?                                                                                                    | Disagree              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Q41    |                                                              | Do you have any other comments to further support your answer?                                                                                                                               | N/A                   | At a local level, this demarcation broadly follows what is currently in place within the Authority. The Chief Fire Officer has existing authority to make many of the decisions outlined in the table. We do however disagree with the suggestion they are given the authority to independently dismiss staff. The Service's existing constitution when applied effectively enables operational independence as is evident within Humberside.                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Q42    | A Balanced Leadership Model                                  | Are there any factors we should consider when implementing these proposals?                                                                                                                  | N/A                   | As stated in responses to questions 40&41                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Q43    | A Balanced Leadership Model                                  | What factors should we consider when giving chief fire officers operational independence? Please provide the reasons for your opinions                                                       | N/A                   | This is already actioned with a wide ranging operational independence delegated to our Chief Fire Officer formally via our constitution. The existing constitution when applied effectively enables operational independence as is evident within Humberside.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Q44    | Legal Entity of Chief Fire Officers                          | What factors should we consider should we make chief fire officers corporations sole?                                                                                                        | N/A                   | There is a void of supporting evidence to determine the proposed responsibilities of the corporations sole. Given the traditional definition and context of a corporations sole it is difficult to ascertain if this would be a suitable proposal. Likewise given previous responses detailed in this consultation alternative approaches are preferred or until further information can be provided to substantiate the concept.                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Q45    | Clear Distinction Between Strategic and Operational Planning | To what extent do you agree or disagree that the responsibility for strategic and operational planning should be better distinguished?                                                       | Agree                 | <b>No option to comment on the official consultation return</b><br><i>Internal Rationale: Aligns to current Service practices and could be used as best practice in the sector</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Q46    | Clear Distinction Between Strategic and Operational Planning | To what extent do you agree or disagree that the strategic plan should be the responsibility of the fire and rescue authority?                                                               | Agree                 | <b>No option to comment on the official consultation return</b><br><i>Internal Rationale: Aligns to current Service practices and could be used as best practice in the sector</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Q47    | Clear Distinction Between Strategic and Operational Planning | To what extent do you agree or disagree that the operational plan should be the responsibility of the chief fire officer?                                                                    | Strongly Agree        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Q48    |                                                              | Please provide the reasons for your response                                                                                                                                                 | N/A                   | Following the responses made in questions 45 & 46 the Service currently and successfully models this approach. There is a clear distinction that operational plans are managed by the CFO and through a productive working relationship with the Fire Authority, a robust and transparent approach is achieved.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |