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<b>To:</b> Members of the Fire Authority	<b>Enquiries to:</b> Samm Campbell <b>Email:</b> <a href="mailto:committeemanager@humbersidefire.gov.uk">committeemanager@humbersidefire.gov.uk</a> <b>Tel. Direct:</b> (01482) 393205 <b>Date:</b> 27 October 2022
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Dear Member

I hereby give you notice that a meeting of **HUMBERSIDE FIRE AUTHORITY** will be held on **FRIDAY, 4 NOVEMBER 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:** 870 3310 8346

**Passcode:** 448830

The business to be transacted is set out below.

Yours sincerely



**for Lisa Nicholson**  
**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/ Secretary	To record
2. Declarations of Interest	-	Monitoring Officer/ Secretary	To declare
3. Minutes of the Authority meeting held on 23 September 2022	(pages 1 - 6)	Chairperson	To approve
4. Minutes of the Appointments Committee held on 30 September 2022.	(pages 7 - 8)	Chairperson	To approve
5. Questions by Members	-	Monitoring Officer/ Secretary	To receive

Business	Page Number	Lead	Primary Action Requested
6. Communications	-	Chairperson & Chief Fire Officer/ Chief Executive	To receive
7. Financial Outlook Update	(pages 9 - 12)	Executive Director of Finance/ S151 Officer	To receive
8. Management Accounts - Period ending 30 September 2022	(pages 13 - 14)	Executive Director of Finance/ S151 Officer	To receive
9. Unwanted Fire Signals	(pages 15 - 19)	Deputy Chief Fire Officer/Executive Director of Service Delivery	To receive
10. Firefighter Pay Award Update	(pages 20 - 27)	Chief Fire Officer/ Chief Executive	To receive
11. Performance Reporting (April - September 2022) <ul style="list-style-type: none"> <li>• Performance and Risk</li> <li>• Health, Safety and Environment and Operational Assurance</li> <li>• Occupational Health</li> </ul>	(pages 28 - 70)	Assistant Chief Fire Officer/Executive Director of Corporate Services	To receive
12. PSAA Mazaars Appointment	(pages 71 - 72)	Executive Director of Finance/ S151 Officer	To approve
13. Fire Safety Prosecution	(pages 73 - 74)	Area Manager of Prevention and Protection	To receive
14. Chief Fire Officer Update	verbal	Chief Fire Officer/ Chief Executive	To receive

*On the conclusion of the meeting Members will have the opportunity to tour the Welfare Vehicle and Tactical Response Vehicle (TRV) on site.*

FRIDAY, 23 SEPTEMBER 2022

**PRESENT:**

**Members**

**Representing East Riding of Yorkshire Council:**

Councillors Abraham, Davison, Fox, Green, Smith and West

**Representing Hull City Council:**

Councillors Belcher, Chambers, Dad, McMurray, Neal (attended remotely) and Nicola

**Representing North East Lincolnshire Council:**

Councillors Lindley, Patrick, Shepherd and Swinburn

**Representing North Lincolnshire Council:**

Councillors Briggs (*Chairperson*), Sherwood (attended remotely) and Waltham MBE

**Representing the Office of the Police and Crime Commissioner:**

Jonathan Evison (Police and Crime Commissioner)

**Officers of Humberside Fire & Rescue Service**

Chris Blacksell - Chief Fire Officer/Chief Executive, Niall McKiniry - Assistant Chief Fire Officer, Christine Cooper - Executive Director of People and Development, Kevin Wilson - Executive Director of Finance/Section 151 Officer, Matthew Sutcliffe - Area Manager of Service Improvement, Jon Henderson - Area Manager of Prevention and Protection, Sam O'Connor - Head of Organisational Development, Simon Rhodes - Head of Corporate Assurance, Jamie Morris - Senior Service Improvement Officer, Gareth Naidoo - Senior Corporate Assurance Officer, Lisa Nicholson - Monitoring Officer/Secretary, Samm Campbell - Committee Manager and Alison Finn - Committee Manager. Gavin Barker - Mazars (external audit) and Andrew McCulloch - TIAA (internal audit) attended remotely.

The meeting was held at Service Headquarters, Hessle.

*Prior to the commencement of the meeting, those present observed a minute's silence in recognition of the passing of Her Late Majesty, Queen Elizabeth II and the accession of His Majesty, King Charles III.*

**106/22 APOLOGIES FOR ABSENCE** - Apologies for absence were submitted by Councillors Dennis, Grant and Jefferson JP.

**107/22 DECLARATIONS OF INTEREST** - There were no declarations of interest.

**108/22 MINUTES - Resolved** - That the minutes of the meeting of the Authority held on 22 July 2022 be received as a correct record.

**109/22 MINUTES OF THE GOVERNANCE, AUDIT AND SCRUTINY COMMITTEE - Resolved** - That the minutes of the Governance, Audit and Scrutiny Committee meeting held on 5 September 2022 be received.

**110/22 QUESTIONS BY MEMBERS** - None.

**111/22 COMMUNICATIONS** - The Chief Fire Officer/Chief Executive provided verbal updates on the following item:

- (i) **HMICFRS Survey** - HMICFRS had circulated a survey seeking feedback on their performance. The Service had fed back that the timelines of the inspection process were too protracted and that the hot debrief following an inspection was more productive when held in person rather than remotely.
- (ii) **Staff Awards** - The Service was due to host its annual awards ceremony on 7 October 2022.

**112/22 EXTERNAL AUDIT COMPLETION REPORT** - Gavin Barker (Mazars) presented the External Audit Completion Report.

The external audit process for the 2021/22 financial year had been substantially completed and, as in previous years, an unqualified opinion was anticipated. However, the audit would technically remain open due to ongoing delays with the whole of government accounts and would not be formally closed until that process concluded. The audit opinion would be issued by the end of November 2022 pending the receipt of the audit of the pension fund. The audit had focussed on the standard three risks, management override of controls, valuation of land and buildings, and valuation of net defined benefit pension liability. Mazars had received the Service's draft accounts in early June 2022 and remarked on their good quality. The audit opinion on value for money would be reported later in the year.

**Resolved** - That the External Audit Completion Report be received with thanks to the Service's finance officers and Mazars.

**113/22 INTERNAL AUDIT UPDATE** - Andrew McCulloch (TIAA) presented an update on the internal audit process.

Internal audit work had previously been postponed as a result of the cyber attack earlier in the year and work had commenced in mid-August 2022. All audit activities had been scheduled, with some reports already drafted, and all internal audit work was still due to be completed by the agreed deadline at the end of March 2023.

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

**114/22 ANNUAL ACCOUNTS 2021/22** - The Executive Director of Finance/Section 151 Officer submitted a report summarising the annual accounts for 2021/22.

In financial year ending 31 March 2022, the Authority had received revenue support grant and an allocation of pooled national non-domestic rates directly from central government. It also set a precept (council tax) throughout the Humberside area for the balance of its expenditure requirements. The precept set for 2021/22 was £24.15m (2020/21 was £23.82m) which equated to a Council Tax Band D Equivalent of £88.35 (2020/21 was £86.63). Income of £50.834m was received by the Authority, of which £49.843m was incurred on expenditure during 2021/22 leaving a surplus of £0.991m (Appendix 1 of the report showed how this reconciled with the Movement in Reserves Statement and the Expenditure and Funding Analysis).

**Resolved** - That the Annual Accounts 2021/22 be approved.

**115/22 FINANCIAL OUTLOOK 2022/23 ONWARDS** - The Executive Director of Finance/Section 151 Officer submitted a report summarising the financial outlook for 2022/23 onwards.

The Authority's outturn for 2021/22 delivered an underspend of £991k and a closing level of total Revenue Reserves of £14.6m. The Authority had set a balanced budget for 2022/23 and the latest budget monitoring to 30 June 2022 had set out a £285k projected underspend, prior to any pay awards over the 2.5% assumption for pay inflation. Pay awards in the current year were yet to be agreed, but every 1% increase on the pay bill, if applied to all staff (Grey, Green and Gold Book), equalled almost £400k. The current financial projections for 2023/24 to 2026/27 had not yet been updated due to the significant uncertainty, however the impact of inflationary pressures were summarised as follows:



	2022/23 Original	2022/23 Latest	Impact £000
Rates	2.00%	2.00%	0
Electricity	55.00%	118.00%	200
Gas	38.00%	38.00%	0
Fuel	10.00%	10.00%	0
Insurance	10.00%	10.00%	0
IT Contracts	3.50%	10.00%	30

A revised version of the report was due to be presented to the Authority at its meeting on 2 December 2022 due to the changing financial environment.

- Resolved -** (a) That the report be received, and
- (b) that the Prudent Minimum Level of General Reserves be approved.

**116/22 EQUALITY, DIVERSITY AND INCLUSION ANNUAL REPORT 2021/22** - The Executive Director of People and Development submitted a report summarising the Equality, Diversity and Inclusion Annual Report 2021/22.

The report provided an overview of the wide range of activities, outcomes and progress made by the Service from 1 September 2021 to 31 August 2022. During the period of recovery following the height of the Covid-19 pandemic, the Service had reflected, reviewed and trialled new ways of working, while remaining mindful of its legal equality duties under the Equality Act 2010, particularly the Public Sector Equality Duties (PSED). The Service had worked in accordance with five priorities in relation to equality, diversity and inclusion:

1. Leading by example on equality.
2. Increasing diversity throughout our workforce.
3. Ensuring a safe and fair workplace for all staff.
4. Continuing to improve our knowledge of our diverse communities and how we engage with them.
5. Identifying the fire and other emergency risks linked to multiple disadvantage and discrimination.

The Service's most recent HMICFRS inspection report contained many examples of the progress that had been made and was quoted throughout the Annual Report. A Member queried the phrase 'positive attraction' and it was explained that this had replaced the phrase 'positive action' in order to clarify that the Service's intention was to attract people to apply for roles and help them, through initiatives like Rookie Reds, to be the best candidates and be appointed on merit only.

- Resolved -** (a) That the report be approved, and
- (b) that the Service's progress in relation to equality, diversity and inclusion be acknowledged.

**117/22 GENDER PAY GAP ANNUAL REPORT 2022/23** - The Executive Director of People and Development submitted a report summarising the Gender Pay Gap Annual Report 2022/23.

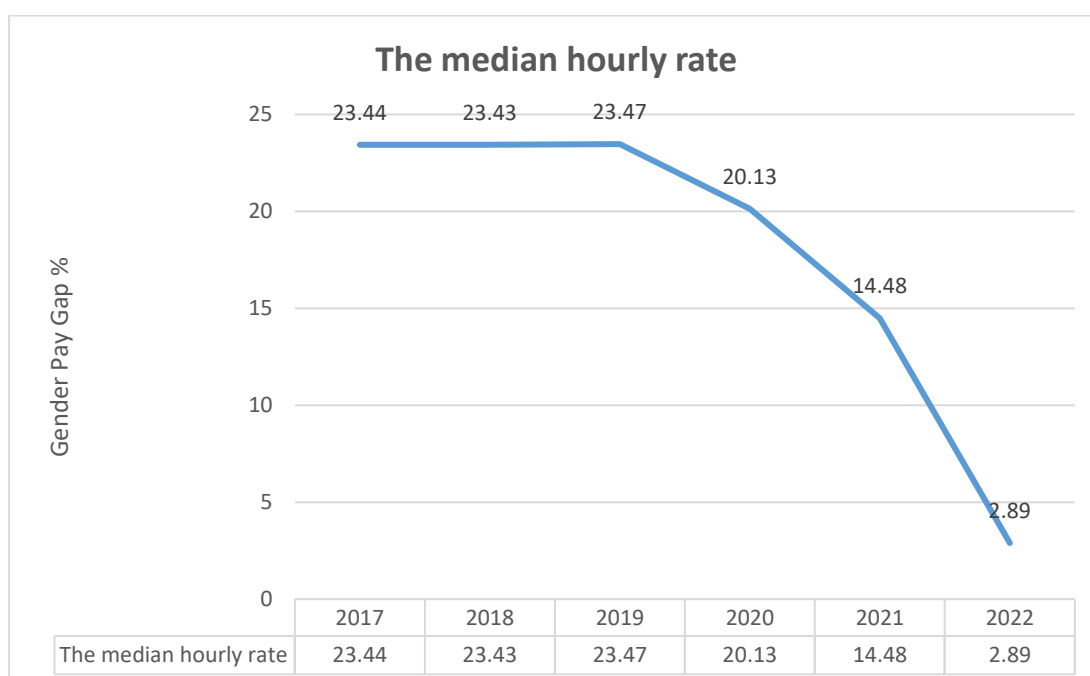
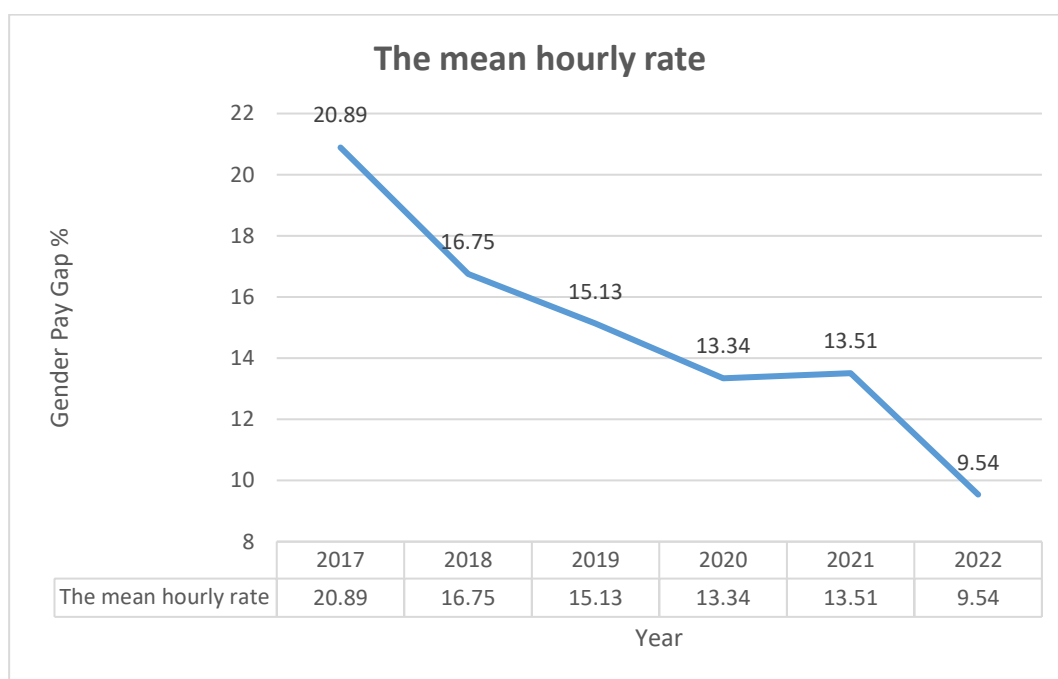
The paper detailed the pay gap reporting information and supportive narrative for the Service to meet its legislative obligations for the 2022/2023 gender pay gap reporting requirements. The Service had met its 2021 gender pay gap reporting requirements by publishing its report in July 2021 for data as at 31 March 2021. The Service had also voluntarily reported on its ethnicity and disability pay gaps. The Annual Report 2022/23 fulfilled the Service's legal duties to publish its gender pay gap reporting information by 31 March 2022. The report summarised gender pay gap data as follows:

Gender	Number of Staff as at 31/3/22	%
Women	230	22%
Men	799	78%
TOTAL	1029	100%

	Women	Men	Gender Pay Gap
The mean hourly rate	£14.64	£16.18	9.54%

	Women	Men	Gender Pay Gap
The median hourly rate	£14.63	£15.06	2.89%

And the Service's progress was summarised as follows:



- Resolved -** (a) That the report be approved, and
- (b) that the Service's progress in relation to gender, ethnicity and disability pay gaps be acknowledged.

**118/22 COMMUNITY RISK MANAGEMENT PLAN UPDATE** - The Area Manager of Service Improvement submitted a report summarising the Community Risk Management Plan.

The Community Risk Management Plan had been written to replace the Integrated Risk Management Plan. The change of the Plan's name reflected its focus and national HMICFRS recommendations. The contents of the Plan would continue to be reviewed regularly and it would be revised annually. Fire and rescue authorities were required to assess the risk of emergencies occurring in their areas and to use this to inform contingency planning. To do this effectively, fire and rescue authorities were expected to assess their existing capability and identify any gaps as part of the community risk management planning process. This gap analysis needs to be conducted by fire and rescue authorities individually and collectively to obtain an overall picture of their ability to meet the full range of risks in their areas. This then formed the basis of a Community Risk Management Plan, which all fire and rescue services were required to publish in accordance with the Fire and Rescue National Framework for England.

- Resolved -** (a) That the Service's response to wildfires in the summer of 2022 be praised, and
- (b) that the Service's approach to the community risk management planning process be endorsed.

**119/22 HMICFRS REPORT** - The Area Manager of Service Improvement submitted a report summarising the Service's recently published HMICFRS inspection report.

The most recent HMICFRS inspection report had been circulated to all Members following its publication in summer 2022. The Service had achieved judgements of 'good' in all areas, improving on the previous inspection (two 'good's and a 'requires improvement'). The report was due to be the subject of a Member Day in autumn 2022, at which Members would be briefed at length on the outcomes of the inspection. The outcomes of the Service's inspection report were summarised as follows:

Pillar	Round 1 (Sep 2019)	Round 2 (Dec 2021)
<b>Effectiveness</b>		
<b>How effective is the service at keeping people safe &amp; secure</b>	<b>Good</b>	<b>Good</b>
Understanding fires and other risks	Good	Good
Preventing fires and other risks	Good	Good
Protecting the public through fire regulation	RI	Good
Responding to fires and other emergencies	Good	Good
Responding to major and multi-agency incidents	Good	Good
<b>Efficiency</b>		
<b>How efficient is the Service at keeping people safe and secure?</b>	<b>Good</b>	<b>Good</b>
Making best use of resources	Good	Good
Future affordability	Good	Good
<b>People</b>		
<b>How well does the Service look after its people?</b>	<b>RI</b>	<b>Good</b>
Promoting the right values and culture	Good	Good
Getting the right people with the right skills	RI	Good
Ensuring fairness and promoting diversity	RI	Good
Managing performance and developing leaders	RI	Good

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

**120/22 CHIEF FIRE OFFICER UPDATE** - The Chief Fire Officer/Chief Executive provided a verbal update.

- i) The Chief Fire Officer/Chief Executive had resigned as Chair of the Local Resilience Forum ahead of his retirement and the incoming Chief Fire Officer/Chief Executive, Phil Shillito, had been voted in as Chair.
- ii) The Chief Fire Officer/Chief Executive offered his thanks to sponsors and Hull City Council for their hard work in hosting the British Firefighter Challenge.
- iii) A delegation of Ukrainian firefighters was due to visit the Service for training.
- iv) The Service's own Watch Manager Alastair Johnson, captain of the England Fire and Rescue Golf Team had captained his final game, beating the Scottish team.

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

**121/22 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.

**122/22 INDUSTRIAL ACTION PLANNING AND RESPONSE** - The Director of Emergency Response submitted a report summarising planning and response work in relation to industrial action.

**Resolved** - That the Authority take assurance that suitable business continuity arrangements are in place to ensure the HFA continues to discharge its responsibility under the Fire and Rescue Services Act 2004 during any periods of industrial action undertaken by Emergency Response and Control Room staff groups.

**123/22 EAST COAST AND HERTFORDSHIRE CONTROL ROOM CONSORTIUM (ECHCC) UPDATE** - The Director of Emergency Response submitted a report summarising the current situation in relation to the East Coast and Hertfordshire Control Room Consortium.

- Resolved** -
- (a) That the report be received, and
  - (b) that a further report be received at future meeting of the Authority.

FRIDAY, 23 SEPTEMBER 2022

**PRESENT:**

**Members**

**Representing East Riding of Yorkshire Council:**

Councillors Abraham, Davison, Fox, Green, and West

**Representing Hull City Council:**

Councillors Belcher, Chambers, Dad, McMurphy and Nicola

**Representing North East Lincolnshire Council:**

Councillors Lindley, Patrick and Swinburn

**Representing North Lincolnshire Council:**

Councillors Briggs (*Chairperson*) and Waltham MBE

**Officers of Humberside Fire & Rescue Service**

Chris Blacksell - Chief Fire Officer & Chief Executive, Christine Cooper - Executive Director of People and Development, Kevin Wilson - Executive Director of Finance/Section 151 Officer, Niall McKiniry - Assistant Chief Fire Officer & Executive Director of Service Delivery, Matthew Sutcliffe - Area Manager of Service Improvement, Jon Henderson - Area Manager Prevention and Protection, Lisa Nicholson - Monitoring Officer/Secretary, Sam Campbell - Committee Manager and Alison Finn - Committee Manager.

The meeting was held at Service Headquarters, Hessle.

**124/22 APOLOGIES FOR ABSENCE** - Apologies for absence were submitted from Jonathan Evison (Police and Crime Commissioner) and Councillors Dennis, Grant, Jefferson, Neal, Shepherd, Sherwood and Smith.

**125/22 DECLARATIONS OF INTEREST** - There were no declarations of interest.

**126/22 OPTIONS TO INCREASE BUDGET FOR FIREFIGHTERS' PAY** - The Chief Fire Officer and the Chief Executive officer submitted a report regarding options available to the Fire Authority to increase the budget set aside for firefighters pay.

Both HFRS Officers and the Fire Authority had stated on many occasions that all the staff deserved higher pay as their remuneration has been falling behind cost of living increases over several years. That position was compounded by the high level of inflation currently, particularly for essential living costs such as food, heating, and lighting.

The report highlighted the work that had been done to try and review existing budgets, to enable an increase in the current budget for pay rises, and to present options for consideration by Members.

As the Authority's budget was not linked to pay rises agreed by the National Joint Council (NJC) in any way, any increases not supported by additional funding would reduce the Authority's ability to invest elsewhere and could in time impact upon the number of people employed.

Both the Chair of the Authority, and the Chief Fire Officer had been lobbying for additional central funding, and local precept flexibility, to enable higher pay rises. Regardless of decisions around variation of existing budgets, lobbying would continue, particularly given the additional finances provided by Home Office to part fund the recent Police Officer pay increase.

Staff on Green Book Terms and Conditions had been offered a flat rate pay increase of £1925 per annum by their NJC, regardless of grading. Although that offer had not been accepted by their Representative Bodies, if it was accepted then existing budgets would have to be reviewed as that pay rise would actually be around 5.9 per cent on average across all staff groups. Although the impact of pay rises for Green Book staff was smaller than for Firefighting staff, due to the lower numbers, that offer, if accepted, would create a budget deficit of £240k per year.

The NJC offered 2 per cent to staff on Grey Book Terms and Conditions and that was rejected. The NJC had made no subsequent offer and the FBU stated they were planning to ballot for strike action as a result.

Other staff groups, that had independent pay review bodies rather than National Joint Councils had been offered larger amounts. For example, teachers would receive between 5 per cent and 8.9 per cent and Police Officers would receive a flat increase for all roles of £1900. In the Police example, the average increase was 5.5 per cent but Forces received funding from the Home Office for three years for any expenditure above 3.5 per cent.

It was reasonable to assume that Firefighters would not accept a pay rise of 2 per cent and the likelihood of Industrial Action as a result was high, unless there was an increased offer. Large pay increases without additional funding would require savings to be made. Staff pay was the largest expenditure for the Service accounting for 75 per cent of the total spend, every 1 per cent pay increase for staff, conditioned to both Grey and Green Book Conditions of Service, added almost £400k to the annual pay bill.

The Authority might wish to increase the budget for Firefighter pay increases for a number of reasons. Firstly, if the NJC offered a pay rise higher than 2.5 per cent, and it was accepted, then the Authority would have to pay that increase, so it was prudent to take that decision early to start implementing any savings as a result. Secondly any increase by Fire Authorities might encourage the Home Office to provide additional funding, in the same way they have done for the Police. It was not known whether the same pay rise given to the Police would be accepted by Firefighters, but it would seem a reasonable starting point and if it was accepted then a flat increase of £1900 would equate to a 5.9 per cent increase for competent Firefighters. A 5.9 per cent increase in that way for competent Firefighters would cost the Service around £1m a year, in addition to the £240k cost if Green Book staff accepted their pay offer, if no additional funds were received.

**Resolved -** (a) That the Authority agrees with the Fire Brigades Union that firefighting staff should receive an immediate and significant pay rise;

(b) that the Authority acknowledges that budgets will need to be realigned to contribute, along with any other funding available, to the eventual figure settled upon nationally; and

(c) that the Chair and Chief Fire Officer will continue to lobby for additional funding.

## HUMBERSIDE FIRE AUTHORITY

### APPOINTMENTS COMMITTEE

30 SEPTEMBER 2022

#### MEMBERS PRESENT:

Councillors Briggs (Chair), Chambers, Green, Nicola, Patrick, Smith and Sherwood

#### Also in attendance:

Phil Shillito - Deputy Chief Fire Officer/Executive Director of Corporate Services

Christine Cooper - Executive Director of People and Development

The meeting was held at Humberside Fire and Rescue Service Headquarters.

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

**23/22 MINUTES - Resolved** - That the minutes of the meeting of the Appointments Committee held on 1 September 2022 be confirmed as a correct record.

**24/22 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 1 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.

**25/22 APPOINTMENT OF ASSISTANT CHIEF FIRE OFFICER -**

***Recommended to the Fire Authority*** - That Matthew Sutcliffe be appointed to the post of Assistant Chief Fire Officer.





## FINANCIAL OUTLOOK - UPDATE

### 1. SUMMARY

- 1.1 This report provides members with details of the current predicted financial outlook of the Authority for the next four years. The current position shows a potentially significant change in the Authority's finances since the February 2022 Medium Term Resource Strategy (MTRS) as a result of a number of financial pressures such as pay awards.
- 1.2 The forecast financial position will be refined as further information becomes available between now and the setting of the budget in February 2023.

### 2. RECOMMENDATIONS

- 2.1 Fire Authority notes the potential change in the Authority's financial position since February 2022.

### 3. BACKGROUND

- 3.1 There have been a number of significant changes since the approval of the Authority's MTRS in February 2022. Increased inflation and higher prospective annual pay awards have placed significant financial pressure on Local Authorities.

### 4. MTRS FEBRUARY 2022

- 4.1 The MTRS that was approved by members in February 2022 set out a broadly balanced budget position over the medium term. At that time of the development of the MTRS inflation was 5.4%, current inflation is now circa 10%.
- 4.2 One of the key assumptions was that pay inflation would be 2.5% for 2022/23 and 2% for the years following. Current pay awards in the public sector are running at circa 5.5%. The most recent pay offer from the UK National Employers for Fire and Rescue Services in relation to Grey Book employees is 5%. Green Book staff have been offered a flat-rate £1,925 which adds over 5% to the overall Green Book pay bill.

### 5. MTRS OCTOBER 2022

- 5.1 The tables below set out the impact of the key changes that have occurred since February 2022 and the impact over the period 2022/23 to 2025/26.

#### Financial Pressures

Financial Pressure	Previous Assumption	Current Assumption	Impact (£m)
Pay inflation 2022/23	2.5%	5.0%	3.9
Pay inflation 2023/24	2.0%	3.5%	1.7
New borrowing interest costs	2.5%	4.5%	0.4
Electricity	-25% (Following increase by 55% in 2022/23)	25% increase	0.9
ICT contract inflation	3%	10%	0.4
Other pressures e.g. increased revenue costs as a result of increased capital programme costs due to inflation	n/a	n/a	0.6

<b>Total Pressures</b>			<b>7.9</b>
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## Financial Savings/Increased Income

<b>Financial Savings/Income</b>	<b>Impact (£m)</b>
Reduced Rates cost due to revaluation challenge	(0.5)
Increased Council Tax collection fund surplus	(0.3)
Continuation of Services grant for 2023/24 & 2024/25 (reduced for National Insurance saving)	(1.1)
<b>Total Savings/Income</b>	<b>(1.9)</b>
<b>Overall Net Change</b>	<b>6.0</b>

5.2 The tables show a potential call on reserves over the 4-year period of £6.0m if no other measures or mitigations were introduced. Another key assumption as part of this picture is that the Authority increases the precept by the likely maximum for 2023/24 of 1.99%. This is an additional 15p per Band D property per month.

5.3 The mitigations that may potentially be required to bring the Authority's budget back into balance are outlined in section 6 of the report below.

## 6 POTENTIAL MITIGATIONS

6.1 The MTRS is still under development and a number of changes still need to be confirmed, such as:

- Pay Awards for 2022/23 & 2023/24;
- Local Government Finance Settlement 2023/24;
- Potential further increases in interest rates;
- Potential further increases in inflation.

6.2 The Authority has a number of mitigations available to balance the budget over the medium-term.

### Increased funding from Government for pay awards

The Home Office have made funding available to Police and Crime Commissioners to meet part of the increased pay costs resulting from the Police 2022 pay award. The Fire and Rescue sector is continuing to lobby Government for a similar package of support but looks like an unlikely area of support at this stage.

### Increased General grant funding from Government

The Fire and Rescue sector is continuing to lobby Government for improved funding over the medium-term but clearly there will be challenges to this given the wider macro-economic environment and recent Government budget announcements.

### Efficiencies

The Authority could implement a service wide efficiency programme to mitigate the shortfall in the budget.

### Revenue Contributions to the Capital Programme

The Authority could choose to reduce its revenue contributions that fund the Capital Programme, but this would increase the Capital Financing Requirement (CFR) and therefore also increase the Authority's long-term borrowing costs.

### Precept

Currently the increase in the Precept is constrained at 2%. Again, lobbying of Government is taking place to give flexibility for a £5 increase on a band D property, this would be worth 5.5% to Humberside Fire Authority (this would be an additional £0.9m per year over and above the current 1.99% assumption).

## **Reserves**

The Authority holds a General Reserve which is risk assessed annually (the September 2022 latest assessment of the General Reserve suggests a level of £6.2M to meet potential future financial pressures). Earmarked Reserves are also held by the Authority for specific purposes. There is very limited scope within the Authority's reserves beyond the very short-term to meet annual expenditure pressures.

The overall mitigation to the increased pressures is likely to be some combination of the items listed above.

## **7. RESOURCING/FINANCIAL/VALUE FOR MONEY**

- 7.1 The Authority is required by statute to set a balanced budget over the medium-term.

## **8. IMPACT ON SERVICE DELIVERY/ORGANISATION OR RESIDENTS AND ANY COMMUNICATION ACTIONS REQUIRED**

- 8.1 The Authority will consult with the public on the level of proposed precept for 2023/24. Staff are being kept informed of developments regarding the 2022/23 proposed pay awards.

## **9. RISK/ HEALTH AND SAFETY/LEGAL IMPLICATIONS**

- 9.1 The Authority has a long-term strategic risk that relates to funding and this is kept under continuous review.

## **10. LINKAGES TO ANY STRATEGIC/CORPORATE PLANS/POLICIES**

- 10.1 The delivery of the Authority's Strategic plan is dependent on appropriate levels of resourcing and financing.

## **11. EQUALITY IMPLICATIONS**

- 11.1 There is no requirement to carry out an equality impact analysis as this report does not relate to a policy or service delivery change, however in the future potential mitigations may individually require the completion of an equality impact analysis (EIA).

## **12. CONCLUSION**

- 12.1 Fire Authority notes the potential change in the Authority's financial position since February 2022.

**Kevin Wilson**  
**Executive Director of Finance/S151 Officer**

## **Officer Contact**

Kevin Wilson – Executive Director of Finance/S151 Officer

☎ 01482 567183

✉ kwilson@humbersidefire.gov.uk

## **Background Papers**

Medium Term Resource Strategy 2022/23 – 2025/26

<https://s3.eu-west-2.amazonaws.com/server-asset-backups/humberside-fire-craft-3-assets/uploads/files/Fire-Authority-Documents-2021-2022/22-02-11-HFA-Agenda-PUBLIC.pdf>



**MANAGEMENT ACCOUNTS 2022/23 – BASED ON PERIOD  
ENDING 30 SEPTEMBER 2022**

**1. SUMMARY**

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

**2. RECOMMENDATIONS**

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

**3. BACKGROUND**

- 3.1 Management Accounts are reported to Members four times a year with the financial position at 30 June, 30 September, 31 December and 28 February.

**4. PERIOD ENDING 30 SEPTEMBER 2022**

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

CATEGORY	2022/23 OUTTURN PROJECTION
HFA	
Revenue Budget	£0.196m overspend
Capital Programme	£3.279m spend against £7.292m allocation
Pensions Account	£12.750m deficit

- 4.2 This is the second set of Management Accounts for the 2022/23 financial year and further updates will be brought to the Authority based on the periods ending 31/12/22 and 28/2/23.
- 4.3 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).

**5. RESOURCING/FINANCIAL/VALUE FOR MONEY**

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

**6. RISK/ HEALTH AND SAFETY/LEGAL IMPLICATIONS**

- 6.1 The quarterly Management Accounts help to ensure that the Authority meets its legal and regulatory requirements.

## **7. LINKAGES TO ANY STRATEGIC/CORPORATE PLANS/POLICIES**

- 7.1 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.

## **8. EQUALITY IMPLICATIONS**

- 8.1 There is no requirement to carry out an equality impact analysis as this report does not relate to a policy or service delivery change.

## **9. CONCLUSION**

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

**Kevin Wilson**  
**Executive Director of Finance/S151 Officer**

### **Officer Contact**

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### **Background Papers**

2022/23 Management Accounts

## **REDUCTION OF UNWANTED FIRE SIGNALS**

### **1. SUMMARY**

- 1.1 HFA Member day received a presentation for GM Purcheon on options to expand HFRS Unwanted Fire Signals (UWFS) policy in order to further reduce UWFS.
- 1.2 HFA members had previously approved the implementation of the UWFS reduction policy in April 2019. On 1 October 2019, HFRS introduced a position statement to implement the policy.
- 1.3 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).
- 1.4 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%.
- 1.5 In addition 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.
- 1.6 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.
- 1.7 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.

### **2. RECOMMENDATIONS**

- 2.1 It is recommended that the Fire Authority:
  - (i) Members note the content and detail of this report on the success so far of the Unwanted Fire Signals policy and subsequent position statement.
  - (ii) Members consider the presentation given at the 7 October 2022 Member Day and the subsequent options proposed as outlined below, the recommendation is that HFRS implement option b) in order to further reduce false alarms at commercial premises:
    - 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
    - c) Extend non-attendance to all premises, 24hrs every day.

### **3. BACKGROUND**

- 3.1 HFA Member day received a presentation for GM Purcheon on options to expand HFRS Unwanted Fire Signals (UWFS) policy in order to further reduce UWFS.
- 3.2 HFA members had previously approved the implementation of the UWFS reduction policy in April 2019. On 1 October 2019, HFRS introduced a position statement to implement the policy.
- 3.3 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).
- 3.4 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%.
- 3.5 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.

### **4. REPORT DETAIL & OPTIONS/PROPOSALS**

- 4.1 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.
- 4.2 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.
- 4.3 A HFA report in October 2020 identified a review period in light 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**

- 4.4 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.
- 4.5 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.



- 4.6 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).
- 4.7 Currently 60% of HFRS false alarms attended involved a factory, retail or office premises. Over half of these occurred between 1800 – 0800hrs (~350 calls with no challenge, almost 1/3 of all false alarms).
- 4.8 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
  - c) Extend non-attendance to all premises, 24hrs every day.
- 4.9 An assessment and prediction of the impacts of 4.7 a), b) and c) was covered during a member day presentation.

#### Charging

- 4.10 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*

- 4.11 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.
- 4.12 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.
- 4.13 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

- 4.14 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.

#### **Resourcing/financial/value for money**

- 4.15 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.
- 4.16 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
- 4.17 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.

#### **Impact on service delivery/organisation or residents and any Communication actions required**

- 4.18 The recommendation is an extension of an existing policy that is built around engagement and education activity with commercial premises in the Humber area.

#### **Risk/ Health and Safety/legal implications**

- 4.19 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’.
- 4.20 Members are invited to note that the continuation of the charging mechanism is primarily to encourage behavioral 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.

#### **Benchmarking activities**

- 4.21 The impact of the recommendation would be reviewed on a quarterly basis, and following any significant event, by the Head of Protection. The impact would also be reviewed by Fire Authority on an annual basis.

#### **Linkages to any strategic/corporate plans/policies**

- 4.22 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.”*

## 5. EQUALITY IMPLICATIONS

- 5.1 An equality impact analysis (Ref No. EIA/Protection/1) has been completed and the following positive impacts have been identified.

*Within the parameters of the position statement, the approach will ensure that our services are still maintained to sleeping risk premises, this may lead to a difference in application to premises that over index for those which may not be able to escape unaided in the event of a fire situation due to disability (such as hospitals/care homes/supported living properties) – the position statement has been considered with this in mind*

## 6. CONCLUSION

- 6.1 HFA members had previously approved the implementation of the UWFS reduction policy in April 2019. On 1 October 2019, HFRS introduced a position statement to implement the policy.
- 6.2 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).
- 6.4 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.
- 6.5 It is recommended that the Fire Authority:
- (i) Members note the content and detail of this report on the success so far of the Unwanted Fire Signals policy and subsequent position statement.
  - (ii) Members consider the presentation given at the 7 October 2022 Member Day and the subsequent options proposed as outlined below, the recommendation is that HFRS implement option b) in order to further reduce false alarms at commercial premises:
    - 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
    - c) Extend non-attendance to all premises, 24hrs every day.

**Jon Henderson**  
**Area Manager for Prevention and Protection**

### Officer Contact

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### Background Papers

Humberside Fire and Rescue Service – Unwanted Fire Signal Position Statement  
Humberside Fire Authority Paper – Unwanted Fire Signal Policy April 2019  
Humberside Fire Authority Members Day Presentation – Unwanted Fire Signal October 2022



## **FIREFIGHTER PAY AWARD UPDATE**

### **1. SUMMARY**

- 1.1 Members are aware of the disputed and protracted pay negotiations that are taking place between the National Joint Council (NJC) Employers and the Executive Council of the Fire Brigades Union (FBU). This report summarises the current position.
- 1.2 To date, two pay award offers have been made by the Employers side of the NJC to the FBU. These being a 2% increase offered in June 2022 and a revised offer of 5% in October.
- 1.3 The 2% offer was rejected and triggered preparations for the FBU to ballot the membership for strike action, this has not occurred to date. The 5% offer was presented to the FBU Membership by the Executive Council under consultation as to whether, or not, to accept the offer caveated with a strong recommendation to reject. It is understood that planning for a strike ballot continues.
- 1.4 The NJC Employers released a statement following the 5% offer explaining that this was more closely aligned to awards offered to other public sector employees, acknowledging the additional burden placed on Fire and Rescue Authority budgets but also confirming that approaches to the Home Office for additional funding had been rejected.
- 1.5 Neutral internal communication has been maintained between SLT and staff groups who are affected by the on-going negotiations and arising dispute, and those who will be expected to continue working. Business continuity preparations, to ensure statutory functions are maintained during any periods of industrial action continue, as does engagement with local FBU representatives.

### **2. RECOMMENDATIONS**

- 2.1 It is recommended that the Fire Authority notes the content of this report and receives further updates as matters develop.

### **3. BACKGROUND**

- 3.1 On 27 June the NJC made a 2% pay offer to the FBU and, following further union representation, no improved offer was made over the Summer months. On 6 September, following consultation with their members, the FBU Executive Council announced that preparations had commenced to ballot their members for strike action.
- 3.2 The Chair and the Chief Fire Officer have for some time lobbied both for firefighters to receive an immediate significant pay rise, and for additional central funding and precept flexibility to help fund any pay rise over 2%, having budgeted for a 2.5% rise in 2022/23. In September the Chair and Chief Fire Officer were invited to consultation discussions with the NJC Employers, regarding the affordability of a higher pay offer.
- 3.3 Members received a report at the September HFA Meeting providing options to increase the firefighter pay budget, whilst continuing to lobby for additional top up funding.
- 3.4 On 4 October an improved offer of 5% was made by the NJC to the FBU Executive Council. Following deliberation, the Executive Council agreed on 5 October to commence a period of consultation briefings and meetings, followed by a ballot of their

membership as to whether to reject, or accept, the 5% offer. The Executive Council also made clear that they recommended their members rejected the 5% offer. Preparations for a strike ballot continue.

- 3.5 Members also received a report at the HFA Meeting in September describing the Statutory responsibilities of HFA, with regard to making provisions to deliver statutory functions during periods of Industrial Action. The report also described the actions that are being taken by the Service to support business continuity in the event of industrial action by members of the FBU, in response to the pay award dispute.

## 4. OTHER CONSIDERATIONS

### 4.1 Resourcing/financial

A £1.0m business continuity reserve has been allocated to support business continuity arrangements.

### 4.2 Impact on service delivery

The planning arrangements in mitigation of potential strike action by members of the FBU is being co-ordinated by Business Interruption Management Teams at a Strategic and Tactical level. Local Resilience Forum partners have been informed of planning assumptions and engaged in areas where they may provide support.

### 4.3 Communication

A Communication Strategy has been developed to address internal communication and support for staff groups who will be required to work during any industrial action taken by members of the FBU. Neutral communication regarding any developments are provided to all staff groups. External communication with business and domestic communities will be proactively provided at an appropriate time, linked to any ballot for strike action.

## 5. EQUALITY IMPLICATIONS

- 5.1 An equality impact analysis (EIA), Reference EIA/Service Delivery/9-2022, has been completed and the following negative impacts on protected characteristic groups and how these might be mitigated against have been identified.

#### Negative Impact

Potential for limited single sex sleeping spaces at resilience fire stations.  
 Potential for limited private areas for faith practices at resilience fire stations.  
 Potential for limited food provision relating to faith requirements.  
 Possible unsociable start and finish timings may limit opportunities for persons with caring responsibilities.  
 Due to sector culture there may be the perception of isolation of the group and exposure to both conscious and unconscious biases.  
 Potential negative impact regarding provision of female uniform and PPE availability.  
 Sex

Community Groups

HR

#### Action

Sourcing of suitable sleeping arrangements for privacy and single sex  
 Sourcing of spaces in resilience fire stations where faith can be practised.  
 Sourcing of appropriate food during incident attendance to support faith requirements.  
 Scheduling of crews to take into consideration caring responsibilities.

Regular and on-going communications to all staff regarding the standards of behaviour during periods of industrial action.

Sourcing of appropriate PPE and work wear for all staff members.

Loss of earnings if employer withholds payment for each day of strike action. Unions may pay an agreed amount of 'strike' pay and have hardship funds for members to apply to  
 Implications for community groups and safeguarding issues for vulnerable members of the community should be risk assessed for impacts of strike action and appropriate actions undertaken during strike action  
 Education of staff in relation to what industrial action is and implications of taking or not taking strike action.

Contractual implications e.g. sick pay annual leave etc.  
Communication of expectations for behaviour and  
conduct before, during and after strike action

## **6. CONCLUSION**

- 6.1 The Chair and Chief Fire Officer will continue to encourage ongoing dialogue between all sides of the NJC in an endeavour to avoid strike action, and to lobby the Home Office for additional funding to provide meaningful support for Fire and Rescue Authorities. Members will be updated with any further developments.

**Phil Shillito**  
**Chief Fire Officer and Chief Executive**

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### **Abbreviations**

FBU	Fire Brigades Union
NJC	National Joint Council





## 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.

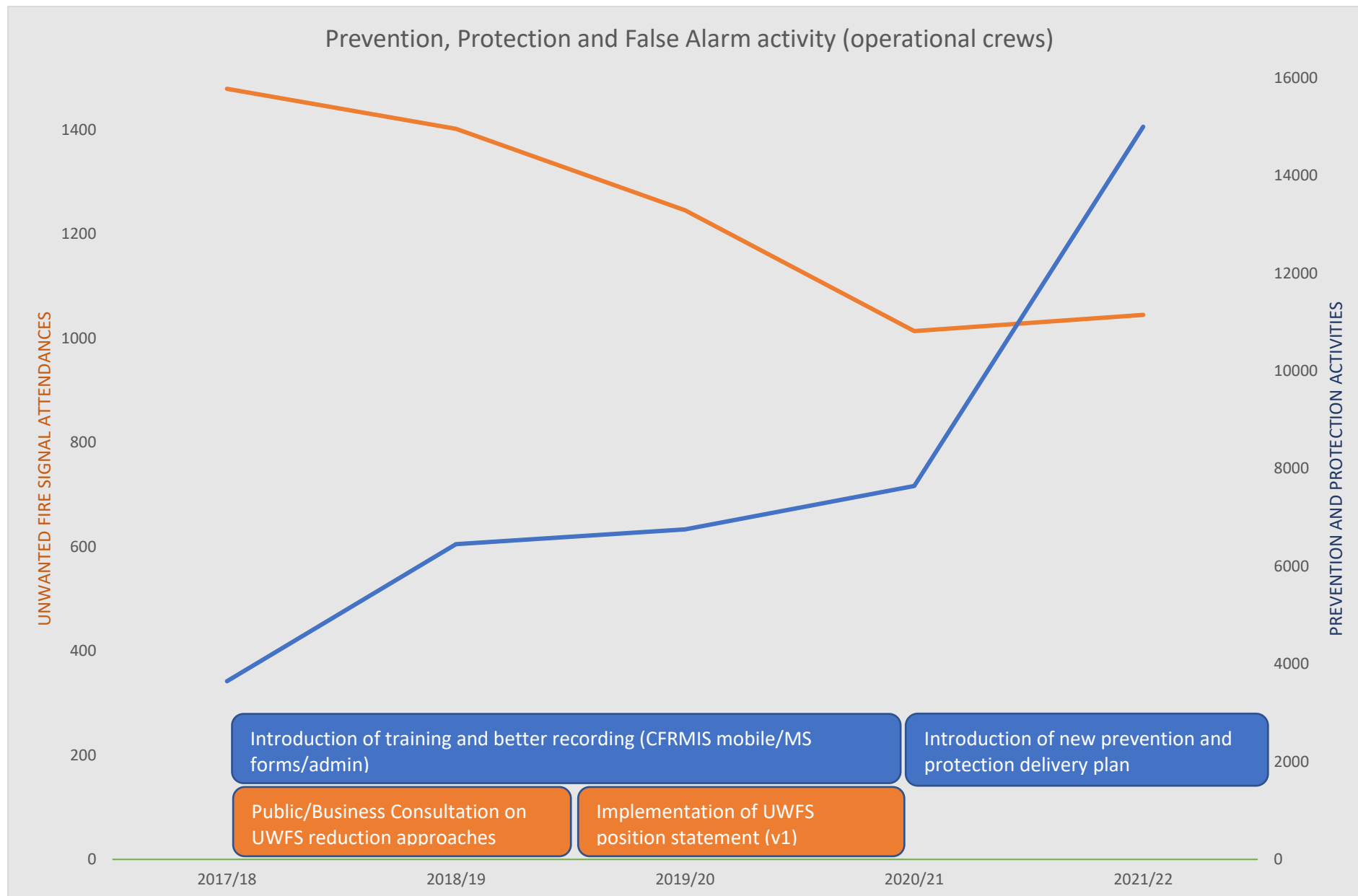
This document sets out the appeals process and will be available online and a copy will be sent out with every invoice. The HFRS process for charging is shown within this position statement (appendix 3).

## 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)**







## Bi Annual Performance Report

### 1. SUMMARY

- 1.1 Accompanying this document are the bi-annual performance reports (Appendix 1) for the following:

- Service Performance & Risk
- Health and Safety
- Operational Assurance
- Occupational Health

*NB: The absence management and workforce planning reports have been deferred from this meeting*

### 2. RECOMMENDATIONS

- 2.1 That members consider the content for each report and take assurance from the Service's approach in performance managing against each of the respective areas of work.

### 3. BACKGROUND

- 3.1 The biannual approach to performance reporting intends to provide members with a meaningful analysis of Service level performance, trends, and the resulting impact of activities / interventions, with supporting narrative as applicable.

### 4. REPORT DETAIL & OPTIONS/PROPOSALS

#### 4.1 Resourcing/financial/value for money

Analysis of the reports to provide assurance that resourcing and financing is supporting related performance effectively and efficiently.

#### 4.2 Impact on service delivery/organisation or residents and any Communication actions required

Performance reports published on the Service Website for public review and comment.

### 5. EQUALITY IMPLICATIONS

- 5.1 An equality impact analysis (Ref No. EIA/CA/14) has been completed and there are no identified negative impacts on any protected characteristic groups.

### 6. CONCLUSION

- 6.1 That members consider the content for each report and take assurance from the Service's approach in performance managing each of the respective areas of work.

**S Duffield**  
**Area Manager Service Improvement**

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## Background Papers

- Appendix 1

## Glossary/Abbreviations




# SERVICE PERFORMANCE AND RISK REPORT

Steve Duffield  
Area Manager of Service Improvement

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☎ 01482 565333

BI-ANNUAL | APRIL – AUGUST 2022



**HUMBERSIDE**  
Fire & Rescue Service





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# 1. PERFORMANCE SUMMARY

## 1.1 Performance Indicators

PERFORMANCE INDICATOR	April 2022	May 2022	June 2022	July 2022	August 2022	September 2022	Total
SPI - High Severity Dwelling Fires	2	3	6	5	3	-	19
SPI 2.2 - Total Deliberate Fires	31	33	38	62	52	-	216
SPI 2.3 - Accidental Dwelling Fires	30	33	31	32	32	-	158
SPI 2.4 - Deliberate Secondary Fires	367	274	265	399	454	-	1759
SPI 2.5b - False Alarm Non Domestic	67	62	91	114	100	-	434
<b>Total</b>	<b>497</b>	<b>405</b>	<b>431</b>	<b>612</b>	<b>641</b>	<b>-</b>	<b>2586</b>

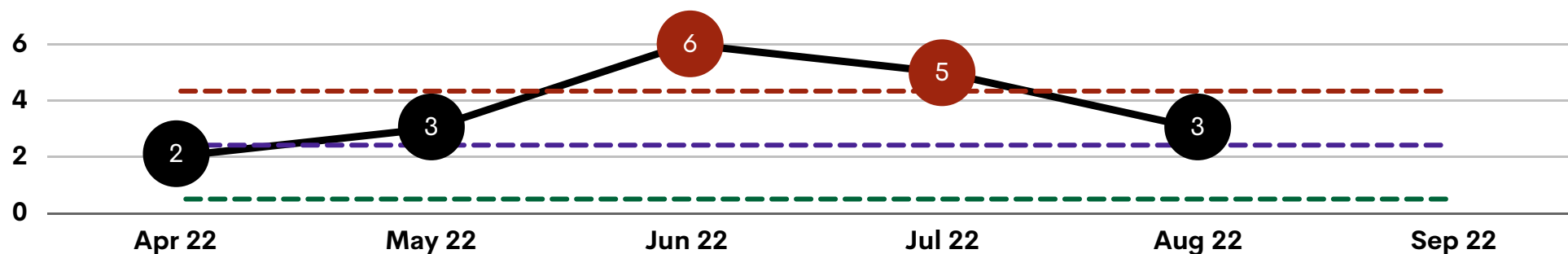
Performance data, further trend analysis and narrative will be included when information for September becomes available, post the publication of this report.

## Threshold Methodology

- Based on data trends, our performance should be between the **red** and **green** lines.
- **Red circles** shows performance is a concern that needs addressing (**we need to act**).
- **Green circles** shows performance is positive and should be replicated (**we need to learn**).
- **The Purple** line shows the data average.

## SPI - High Severity Dwelling Fires

High severity dwelling fires were above the upper threshold in June and July. Four were in Hull, three in North East Lincolnshire, three in the East Riding and one in North Lincolnshire.

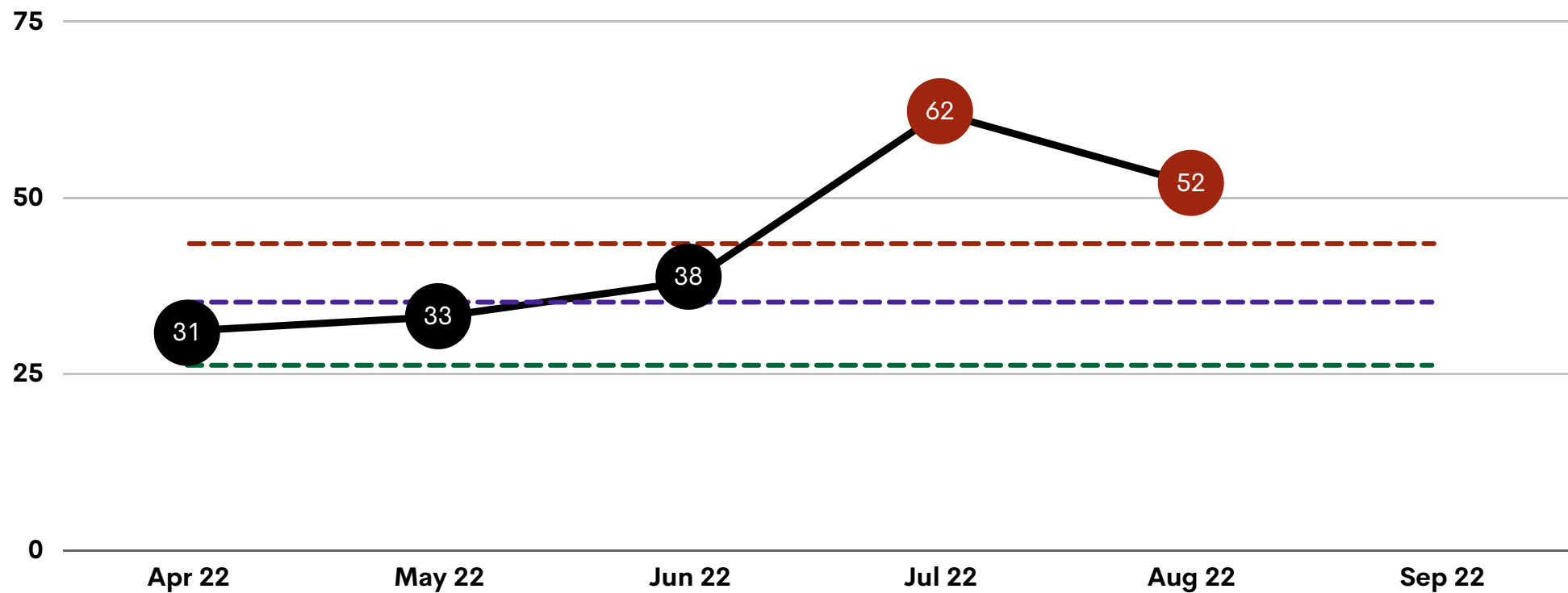


### Details of the incidents

- The most common causes of High Severity Dwelling Fires were; careless disposal of smoking materials (4), chip pans (3), faulty fuel supply (3), faults in equipment or appliances (3) and combustible articles too close to a heat source (3).
- Other causes of fires were overheating due to an unknown cause (2) and faulty leads to equipment or appliance (1).

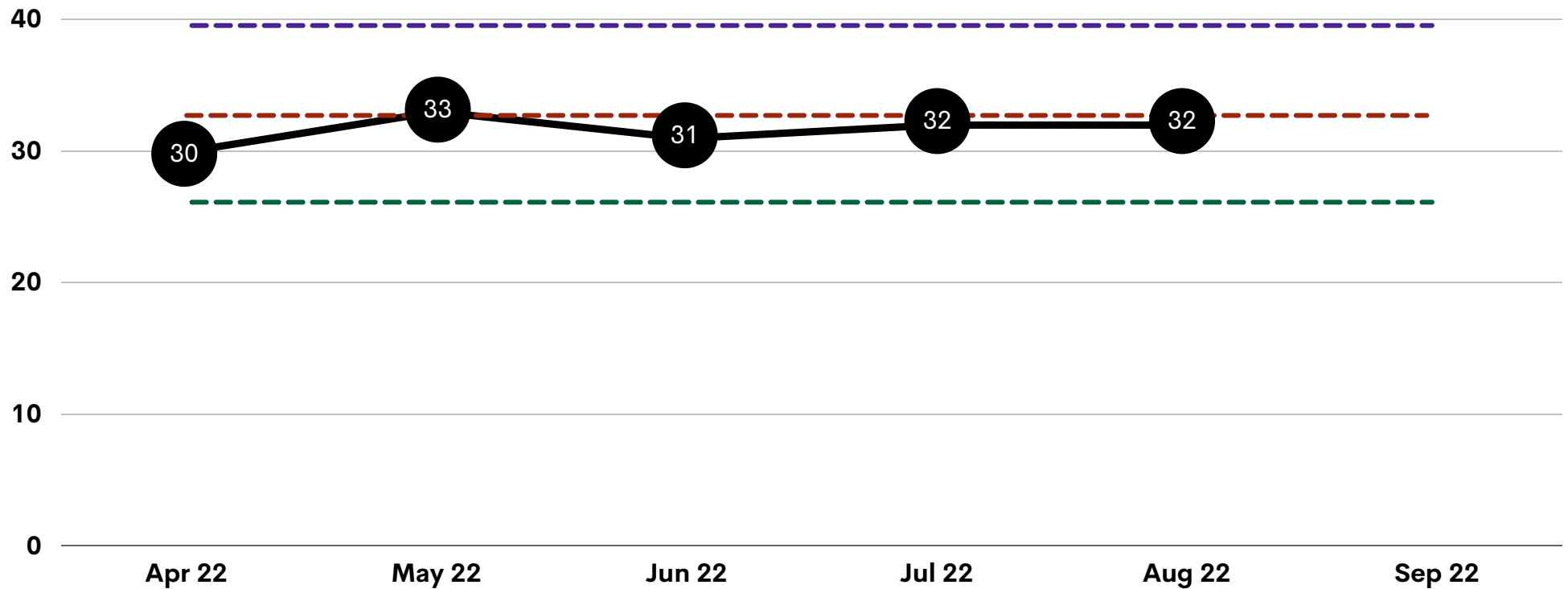
## SPI 2.2 - Total Deliberate Fires

July and August saw an upturn in deliberate primary fires, being driven mainly by the dry weather throughout the summer months. 15 of the deliberate fires in July and August involved stacked/baled crops and these months also saw an increase in other outdoor primary fires, such as scrubland and agricultural land. August to October is a peak period for deliberate primary fires.



## SPI 2.3 - Accidental Dwelling Fires

The number of accidental dwelling fires has been within the upper and lower threshold limits throughout the reporting period. The incidents mainly involve cooking and are higher in communities that rent their homes than any other.

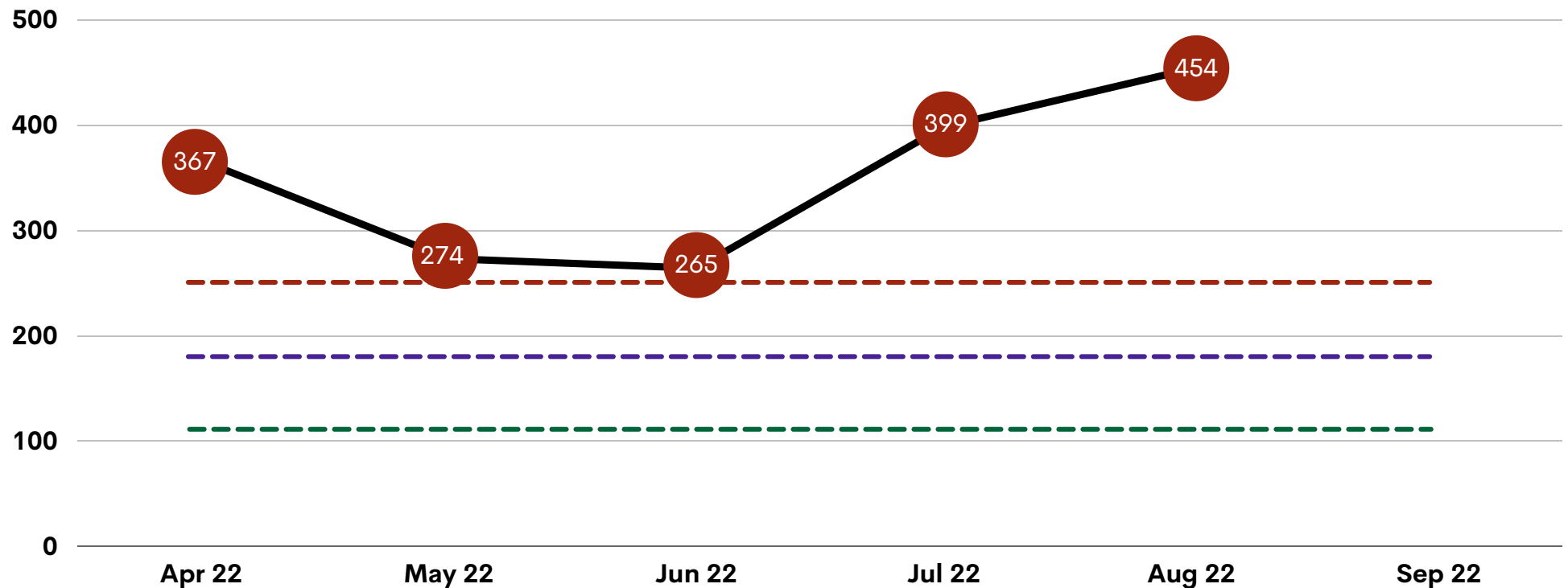


## SPI 2.4 - Deliberate Secondary Fires

July 2022 was the driest July for England since 1935. Overall, the UK saw just 56% of its average rainfall, making it the driest July in over 20 years. Whilst being a dry month, July 2022 also went down in UK climate history as the first time the UK exceeded temperatures of 40°C. The record-breaking heatwave wasn't the only heat reported in the month, with notably warm periods either side, resulting in mean temperatures for the UK that were well above average.

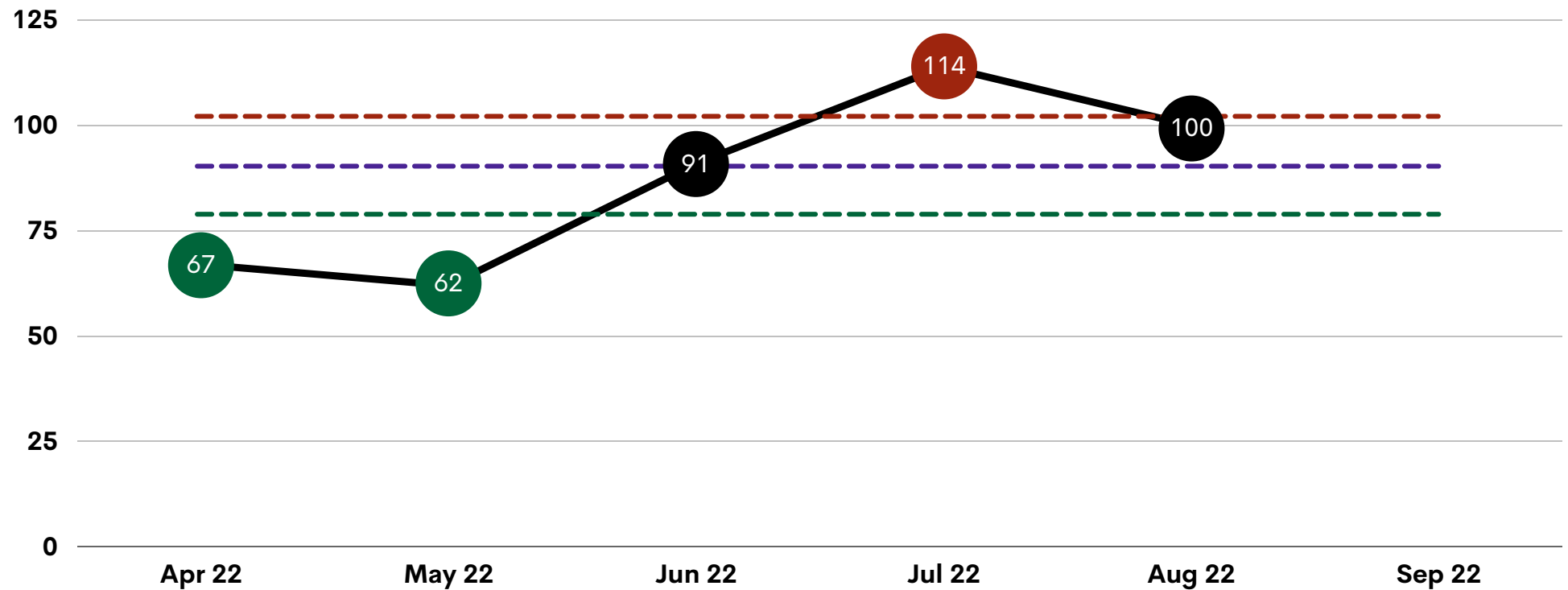
Dry and warm weather, whilst they can be a root cause for accidental fires, can also be an enabler for deliberate fire setting and this is particularly true for secondary fires.

We dealt with several protracted wildfire type incidents as well as an unprecedented number of 999 calls that resulted in us having to declare a major incident on 19 July 2022. This was a similar picture in many FRS areas.



## SPI 2.5b - False Alarms Non-Domestic

False alarms in commercial premises increased during July, mainly caused by faulty systems, which accounts for over 60% of the false alarms. Other causes of increased activations include alarms being accidentally/carelessly set off and minute insects such as thrips entering detector heads.





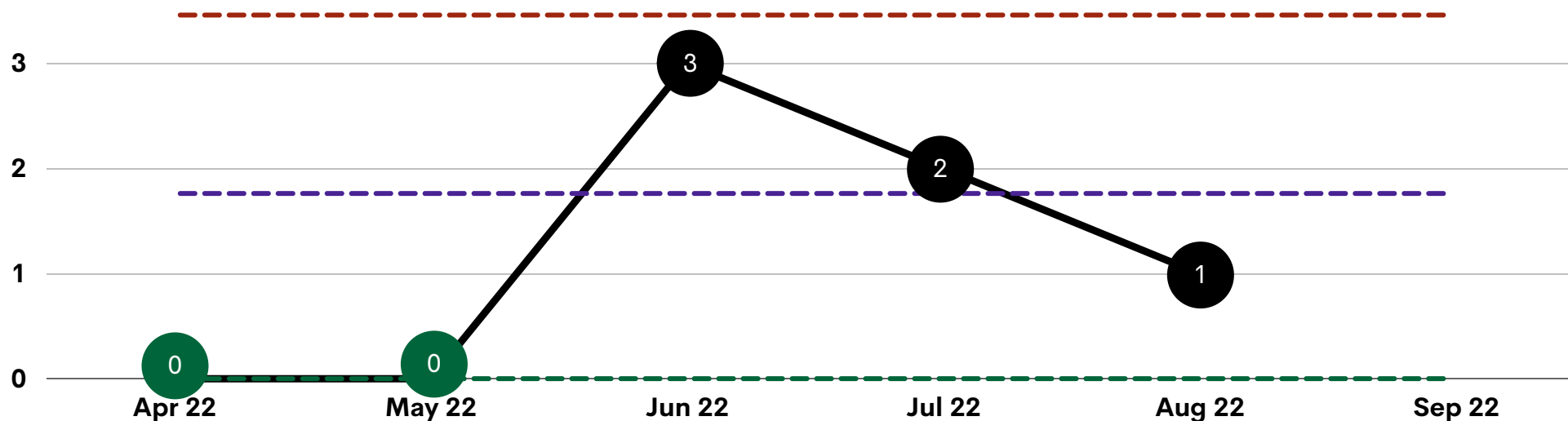
## SPI 1 - Total Fire Fatalities

There was one fire fatality in April, one in May and one in July. The April incident involved a road traffic collision where the car set on fire. The May incident was caused by smoking materials and the fatality was a 73-year-old male. The cause of the fire in July is yet to be confirmed by the Fire Investigation Officer; the fatality was a 73-year-old male.

PERFORMANCE INDICATOR	April 2022	May 2022	June 2022	July 2022	August 2022	September 2022	Total
SPI 1 - Total Fire Fatalities	1	1	0	1	0	0	3

## SPI 1.1 - Total Casualties

The number of casualties has not gone above the upper threshold in the last 6 months and is therefore at normal levels.



## 1.2

# Response Standards



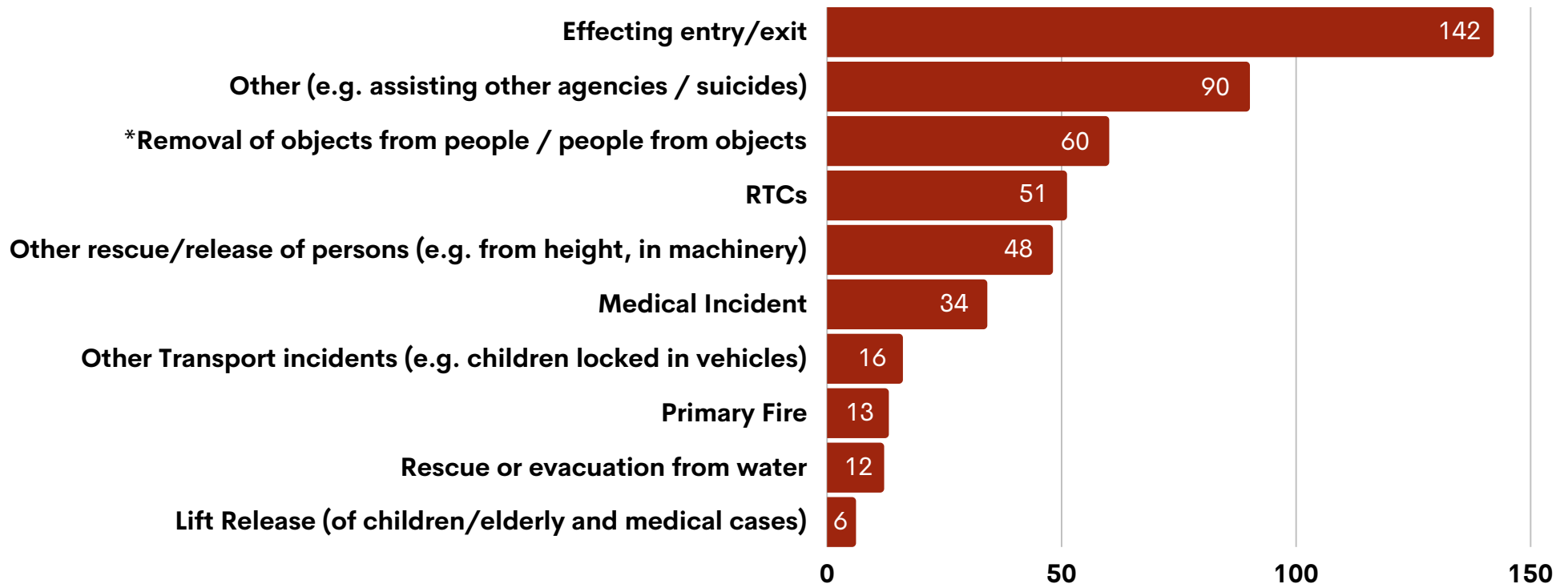
	Performance Targets 2022/23	What was achieved Apr. 2022 – Aug. 2022
<p>The first fire engine mobilised to Dwelling Fires or Road Traffic Collisions (RTC) is in attendance within the specified times:</p> <p><b>Dwelling Fires</b>            High Risk Areas 8 minutes            Medium Risk Areas 12 minutes            Low Risk Area 20 minutes            RTC any area 15 minutes</p>	90%	<b>96.65%</b>
<p>Second fire engine mobilised to a Dwelling Fire or a Road Traffic Collision is in attendance within 5 minutes of the first fire engine arriving at the incident.</p>	80%	<b>85.02%</b>

## 1.3

## Rescues

### Number of people rescued from incidents

From April to August 2022 we rescued 472 people, with effecting entry / exit incidents accounting for 30.08% of the overall total.



*\*Removal of objects from people / people from objects includes ring removals and trapped limbs*

## 1.4

# Medical Interventions



This table details the first half activity for First Responder incidents and Falls Team incidents attended, across the Service area, compared to the previous half.

MEDICAL INTERVENTION	Period: 01/04/2022 - 31/08/2022	Period: 01/10/2021 - 31/03/2022
*Falls Incidents	397	440
Emergency First Responder calls attended	568	1009



**\*Please note that Falls Team attend Emergency First Responder Incidents also.**

## 2. STRATEGIC RISK AND OPPORTUNITY REGISTER

Humberside Fire and Rescue Service (HFRS) recognises the importance of managing risk at all levels of the organisation.

Corporate Risk Management focuses on ensuring that we take all reasonable measures to identify, record, analyse and manage risks and opportunities, associated with the achievement of our aims and objectives, in a controlled and consistent manner, whether they have the potential to cause material or reputational harm, or are opportunities that need to be managed to maximise the benefits.

We do this by recording our strategic risks and opportunities on a Corporate Risk Register which you can see below.

- Risk Management – The process of directing and controlling an organisation with regard to risk.
- Risk – The combination of the probability of an event and its impact, that should it occur, would have a negative effect on the achievement of Service objectives.
- Opportunity – The combination of the probability of an event and its impact, that should it occur, would have a positive effect on the achievement of our objectives.

RISK/ IMPACT							OPPORTUNITY / GAIN						
LIKELIHOOD		Marginal	Minor	Moderate	Major	Exceptional		Marginal	Minor	Moderate	Major	Exceptional	
	Almost certain	Medium	High	Critical	Critical	Critical	Almost certain	Medium	High	Critical	Critical	Critical	
	Likely	Medium	High	High	Critical	Critical	Likely	Medium	High	High	Critical	Critical	
	Possible	Low	Medium	High	High	Critical	Possible	Low	Medium	High	High	Critical	
	Unlikely	Low	Low	Medium	Medium	High	Unlikely	Low	Low	Medium	Medium	High	
	Rare	Low	Low	Low	Medium	Medium	Rare	Low	Low	Low	Medium	Medium	

Description	Owner	Outcomes and Mitigating Actions
<b>Further Reduction in External Financial Support</b>  <b>Critical Risk</b>	<b>S151 Officer</b>	<p>As a result of the continued reduction in external funding, there is financial uncertainty, the outcome of which may lead to a risk to Service Delivery. Management controls, such as budgeting and financial planning, serve to mitigate this risk.</p>
<b>PCC Representation on HFA</b>  <b>High Opportunity</b>	<b>S151 Officer</b>	<p>The acceptance of the Police and Crime Commissioner (PCC) onto Humberside Fire Authority (HFA) will allow greater opportunities for collaboration with Humberside Police.</p> <p>HFA Members have agreed for the Humberside PCC, to attend Fire Authority Meetings under the terms of the Act.</p> <p>Awaiting further developments within government.</p>
<b>Workforce Planning</b>  <b>Medium Risk</b>	<b>Director of People and Development</b>	<p>There is potential challenge regarding retention of staff, potentially exacerbated by the McCloud Judgement, which may lead to the loss of key skill sets across the organisation sooner than expected. Workforce planning continues to be reviewed dynamically.</p>
<b>ESN Humberside</b>  <b>Critical Risk</b>	<b>Director of Service Delivery Support</b>	<p>The Emergency Services Network (ESN) is the government's chosen option to replace the Airwave system, which 107 police, fire and ambulance services in England, Scotland and Wales (the emergency services) use for communications between control rooms and the field.</p> <p>Agreement on programme support has now been reached for the airwave network equipment beyond the contracted dates. National emphasis is for a locally managed incremental approach.</p>

Description	Owner	Outcomes and Mitigating Actions
<b>Environmental Sustainability</b>  <b>High Opportunity</b>	<b>Director of Service Improvement</b>	<p>Fire and Rescue Services in the UK have both social and corporate environmental responsibilities. Humberside Fire and Rescue Service is passionate about ensuring the role we play not only protects the public but enhances the environment and encourages sustainability.</p> <p>The Environmental Sustainability Plan, aligned with the Strategic Plan, sets out the practical measures we intend to take to reduce the impact we have on the environment by reducing our use of finite resources, utilising new greener technologies, protecting the environment and driving behavioural change.</p> <p>Targets to tackle global sustainability issues include reducing greenhouse gas emissions, adapting to climate change, minimising waste, enhancing biodiversity on our sites and contributing to a better quality of life for future generations. Focus will be on six key areas: Sustainable Procurement, Utilities Management, Biodiversity and Wildlife Conservation, Fleet Management, Operational Activities and Behavioural Change. HFRS has signed up to the ESESG National Sustainability Charter, an emergency services charter involving fire, police, ambulance.</p> <p>A representative has been appointed to drive implementation of the plan through a set of inter-related workstreams and projects, setting direction for the next three years.</p>
<b>Building Regulation Consultations</b>  <b>Critical Risk</b>		<p>Due to low numbers of qualified staff and a significant increase in the number of consultations we are receiving, there is a risk that some may not be completed on time. Resulting in us not meeting a statutory duty required in legislation.</p> <p>Workflows have been introduced to centralise incoming consultations. Recruitment and upskilling of staff will continue to bring Protection staffing up to full establishment levels.</p>



### 3.

## STRATEGIC PROJECTS

Description	Outcomes and Mitigating Actions
<b>Incident Command Software</b>  <b>Medium Risk</b>	<p>The Service was jointly procuring a new Incident Command Software System however, HFRS are not now looking at procuring as a collaborative group. Specifications are being developed and alternative options, including a regional approach, are being considered.</p>
<b>The Ark Flood Preparation and Response Centre</b>  <b>High Opportunity</b>	<p>This is an opportunity to develop collaborative approaches with local partners to develop the project from what was an internal infrastructure project to a collaborative partnership with commercial opportunities. The facility will give a clean water environment to the Service's water rescue training giving multi-agency, multi-level opportunities.</p> <p>A comprehensive review is to be presented to the Sponsors Board, when decisions will take place on a number of areas. These decisions will identify the next stages of the project.</p>



## 4.

# COMPLIMENTS AND COMPLAINTS

### Compliments and messages of thanks - April to September 2022

34 compliments and messages of thanks were received and posted on our website:

[Compliments & Complaints](#)

Complaint type	Total Number	Upheld	Not Upheld	Outstanding
Driving of Service Employees	3	3	0	0
Conduct of Service Employees	6	3	2	1
Damage to Property	1	0	1	0
Social Media	3	1	2	0
Crime or Anti-Social Behaviour	0	0	0	0
Online HR Services	0	0	0	0
Customer Service	0	0	0	0
Other	3	0	3	0
<b>Total</b>	<b>16</b>	<b>7</b>	<b>8</b>	<b>1</b>
<b>2021 Comparison</b>	<b>19</b>	<b>7</b>	<b>12</b>	<b>0</b>





# HEALTH, SAFETY AND ENVIRONMENT REPORT

Steve Duffield  
Area Manager of Service Improvement

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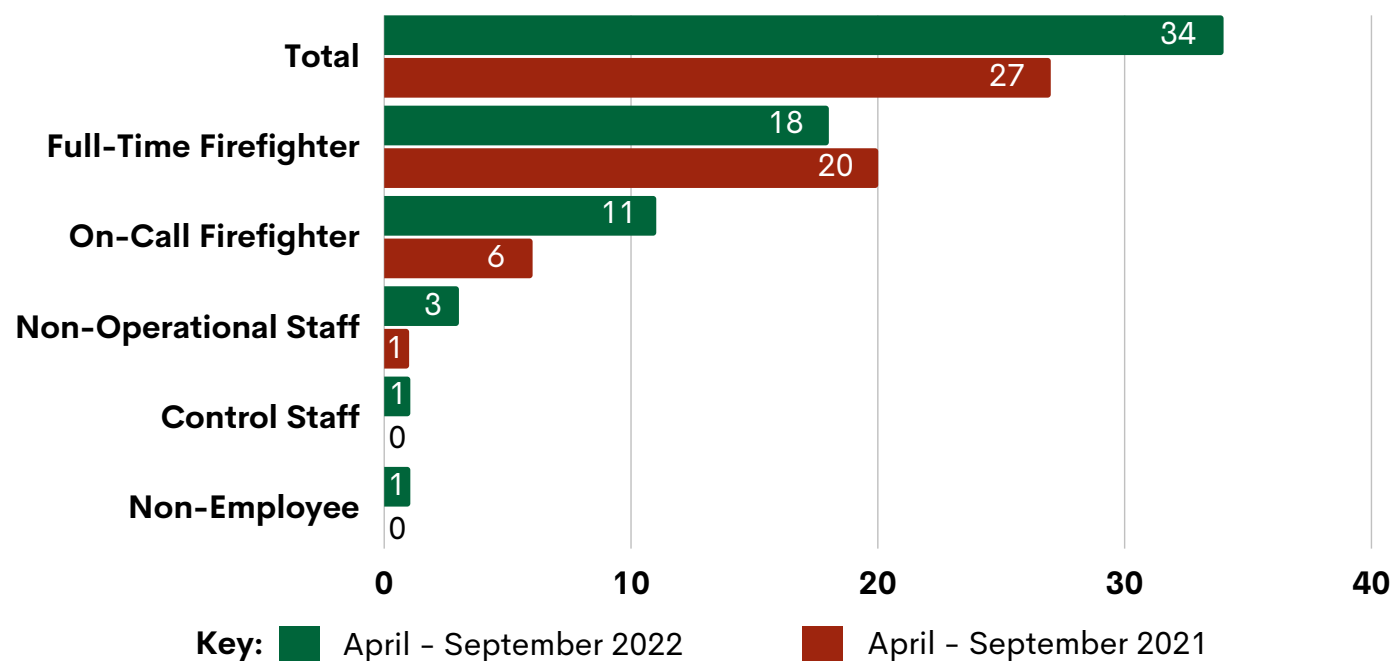
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1.

# ACCIDENTS CATEGORISED BY ROLE

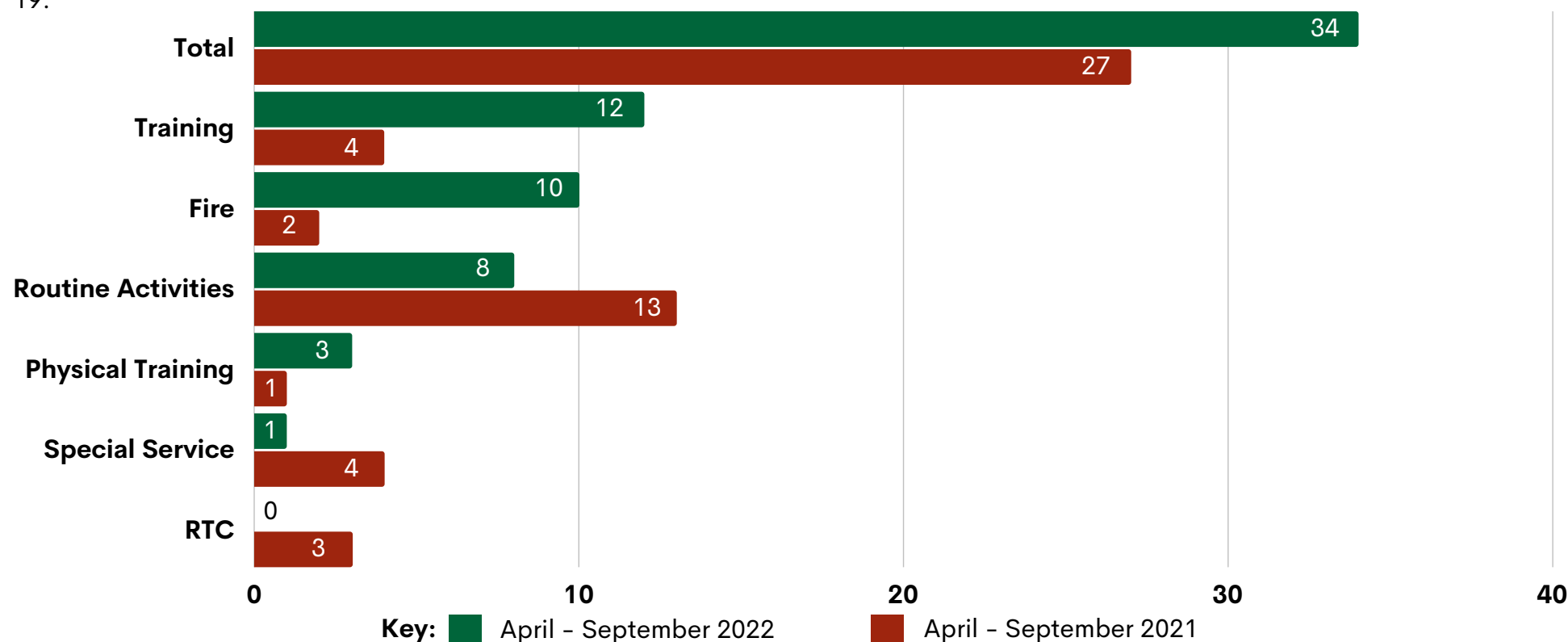


The chart below shows the role of those involved in accidents, for this period (April – Sept 22) alongside a comparison for the same period from the previous year. The total number of reported accidents for the six month period is 26% higher than the previous year. Accidents affecting Full-Time personnel have reduced by 10%, whilst for On-call personnel there has been an increase of 83% and for Non-Operational staff this has increased from one to three including two minor injuries to cleaners. Those accidents involving Control staff and Non-Employees have both increased from zero to one.



## 2. ACCIDENTS CATEGORISED BY ACTIVITY

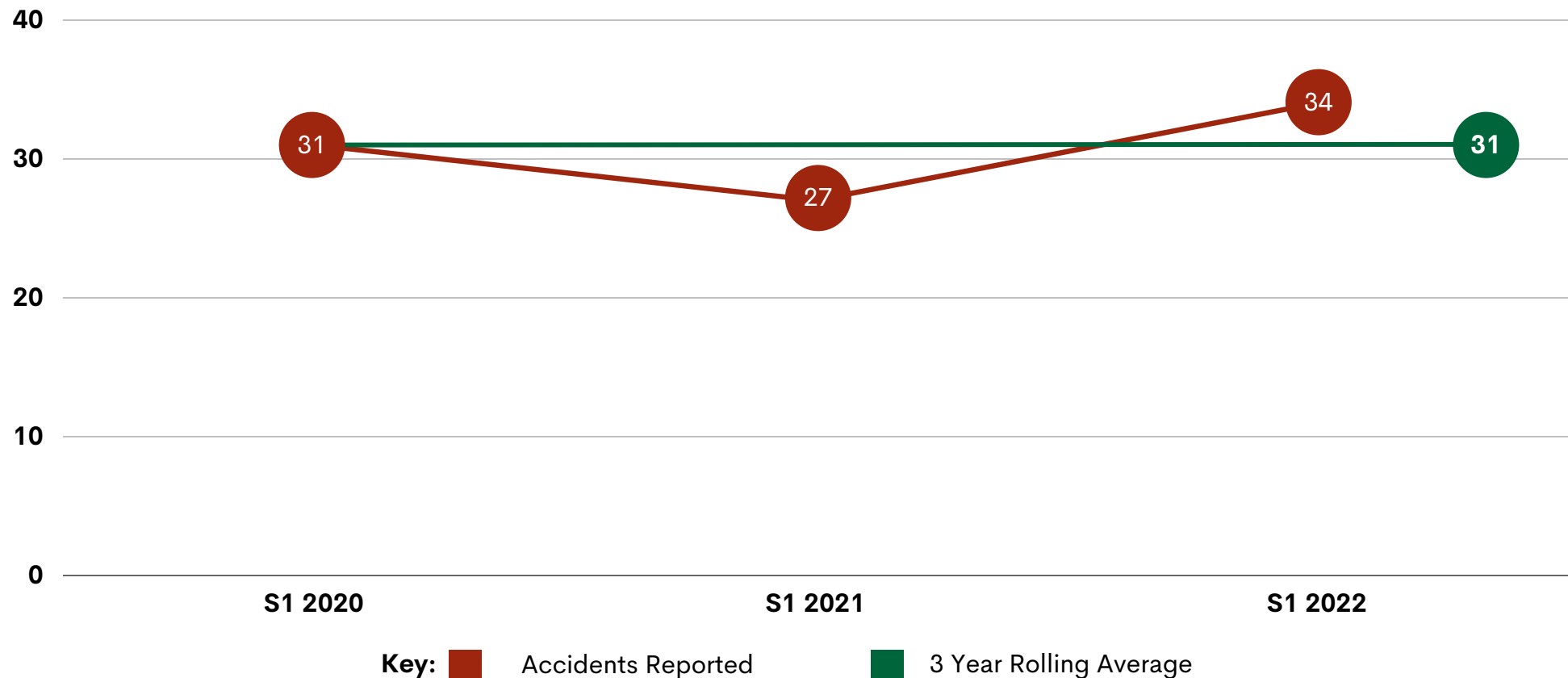
This chart relates to the activities undertaken at the time of the reported accident. Training and Fire related injuries have significantly increased, accounting for over half of all reported accidents for this period. Injuries due to physical training activities have tripled from one to three, this may be due to an increase in new recruit courses and practical training by crews. There has been a reduction in reported injuries for all other activity types, with RTC reduced to zero, a 38% decrease in routine activities, and a 75% reduction during special service activities. The increase in reports of accidents due to Training and Fire reflects the Service's significant increase in hot wear Breathing Apparatus revalidation courses undertaken during this period after a two-year hiatus due to COVID-19.



### 3.

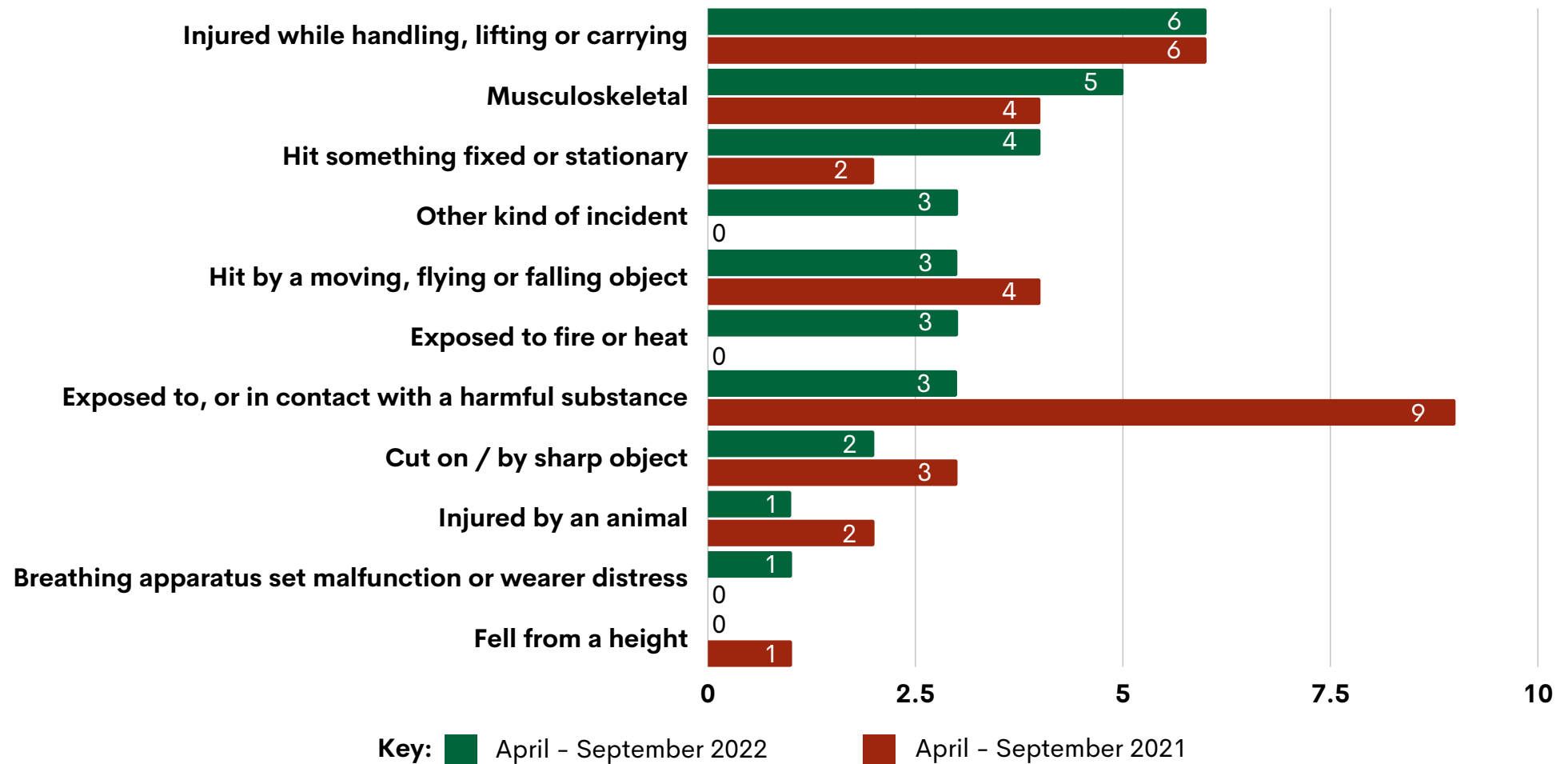
## AVERAGE OF FIRST SIX MONTH'S ACCIDENTS FOR THE PAST THREE YEARS

Reported accidents (34) has seen a rise above the three-year rolling average (31) of 10%. Even though there is an upward trend, this is not significant and it follows low levels of reporting over the last three years due to the COVID-19 pandemic.



4.

## CAUSE OF INJURY DUE TO ACCIDENT







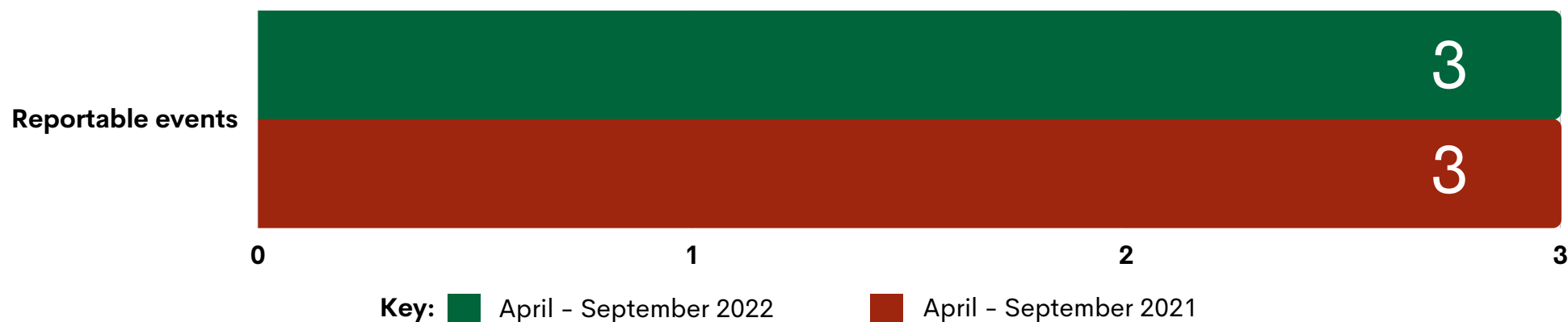
The previous page shows the cause of accidents for this six month period compared against the same period from the previous year. The most common causes of injury were "Injured whilst handling, lifting or carrying" and "Musculoskeletal" accounting for a third of all reports. There is a significant increase in "other kind of incident" occurrences, these are miscellaneous causes such as cleaning injuries, which do not fit into any other category. There has also been a large rise in causes from "Exposed to fire or heat", this is in line with an increase in hot wear training by the Service. "Exposed to, or in contact with, a harmful substance" injuries have reduced back to the expected levels after a spike last year following a water supply issue at Bridlington causing sickness.



***Injured persons can record multiple causes on the initial reporting form, hence the cumulative total for 2021 being more than 27.***

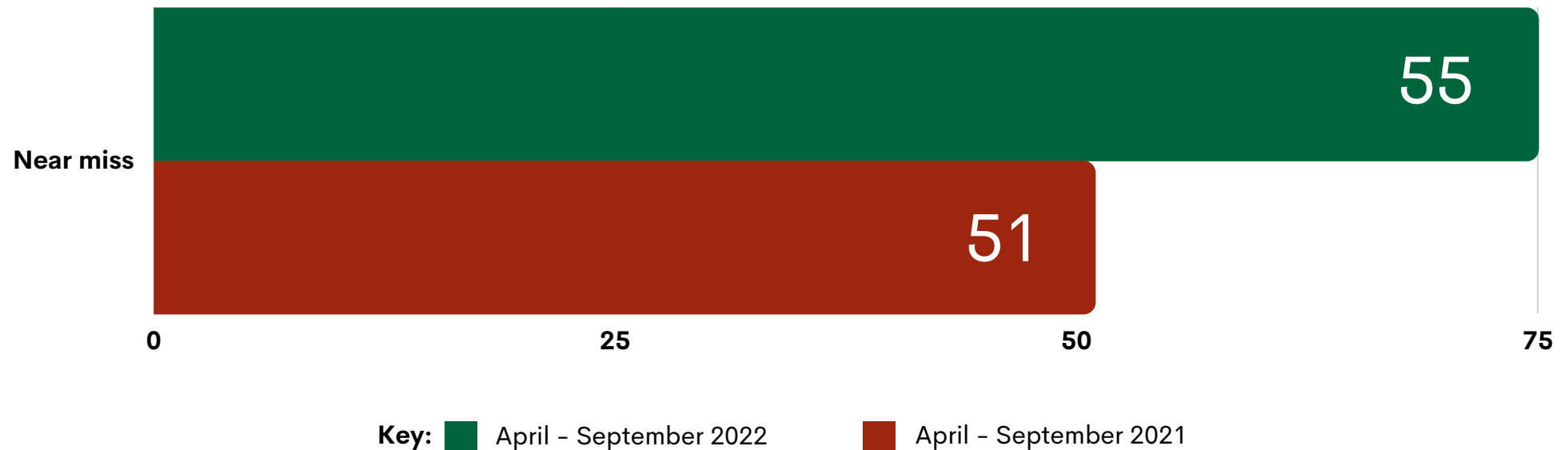
## 5. REPORTING OF INJURIES, DISEASES AND DANGEROUS OCCURRENCES REGULATIONS 2013 (RIDDOR)

There have been three RIDDOR reports this period which is equal to the same period last year. All these injuries were reportable under RIDDOR 2013 due to them resulting in sickness absences of more than seven days for each individual concerned. All of the reports affected operational personnel. Two of the injuries were sustained whilst attending a planned training activity and the other injury was sustained whilst conducting routine activities on station. All injuries were reported to the Health and Safety Executive and investigated accordingly.



## 6. NEAR MISS REPORTING

Near miss reports have increased by 46% in comparison to the same period last year. There have also been significantly more near miss reports than accidents for this period, achieving a ratio of over 2:1 reporting of near misses to reported accidents, which is indicative of a successful and proactive workplace with a positive reporting safety culture. This has been supported by the on-going work of the Health, Safety and Environment section by providing regular training, an increase in station visits and crew engagement.







# OPERATIONAL ASSURANCE REPORT

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# 1. SUMMARY

## 1.1 Ops Assurance Reviews

This is the six-monthly report on Operational Assurance (OA), providing data from April to September. Figs 1, 2 and 3 provide a summary of the statistical data for this period.

Activity Area	April 2022 to September 2022		
	Risk Critical	Cause for Concern	Notable Practice
A - Control	0	0	0
B - Incident Management	0	0	0
C - Firefighting	0	2	16
D - Road Traffic Collision	0	2	2
E - Water Rescue	0	0	1
F - Animal Rescue	0	0	0
G - Hazmat	0	1	3
H - Working at Heights/Rope Rescue	0	6	2
I - Command School	0	0	0
J - Thematic Review	0	0	0
K - Specialist Skill	0	0	1
L - Ops Discretion	0	0	0
Total	0	11	25

**Fig 1.**



Each Operational Assurance review undertaken is broken down into three key areas, risk critical, cause for concern and notable practice.

Operational Assurance has undergone a significant change in the recording of data since the previous report. Fig 1 and 2 show the information gathered using the revised mechanism for capturing data that operated from April to September 2022. The figures are taken from 41 reviews that were submitted.

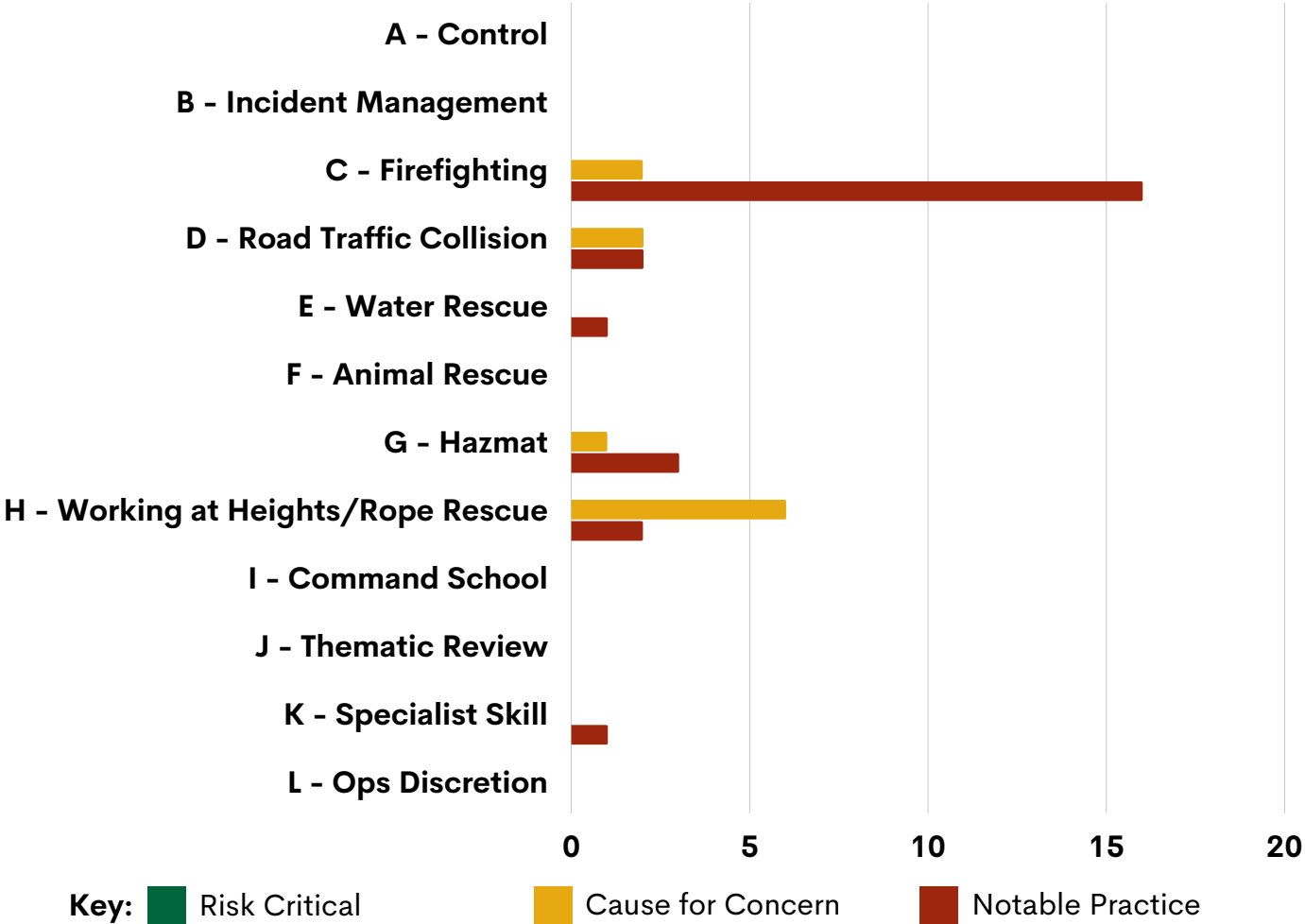


Fig 2.



## 1.2

# Operational Debrief Questionnaires

The figures shown are taken from 21 submitted questionnaires involving 16 operational incidents and 5 other activities.

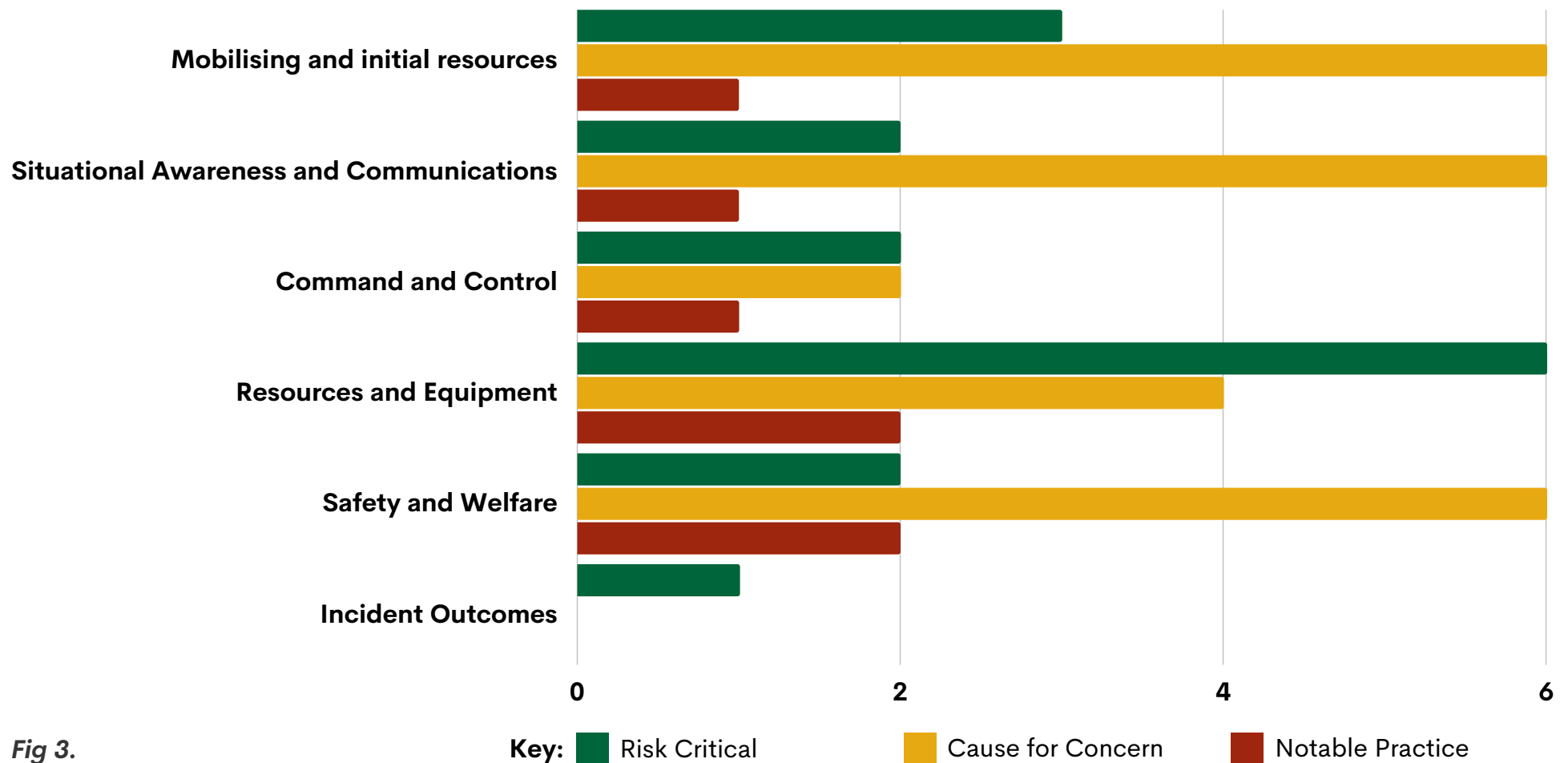


Fig 3.

## 1.3

# Operational excellence



The OA team strives to continually improve, supporting operational excellence through continued development, therefore, improving Firefighter safety and the service we provide to our communities.

The benchmark standards and guidance used to measure our performance and continually improve are NOG, Fire Standards, Effective Command, and internal policies. These policies have recently been reviewed to align with training and provide data return comparable with other FRS. This process supports the implementation of Fire Standards and identifies learning opportunities.

OA are constantly evolving in line with good practice and modern technology to contribute to the team's commitment to providing operational excellence through continuous improvement. We have now aligned our assessment methods with Learning and Development to provide command performance data from live incidents. Assessments are completed by Tactical Advisors, using Effective Command software for incident monitoring.

OA are developing a Change Team Action Log to support learning and development following feedback from several departments. We are reviewing how information is captured to make the process more user friendly and adaptable.

## 1.4

# National Operational Learning and Joint Organisational Learning

The OA team continue to monitor NOL (National Operational Learning) and JOL (Joint Organisational Learning) applications for the latest information or action notes as part of continuous improvement.



## 1.5

# Tactical debriefs

During the last six months the OA team hosted five Tactical Debriefs, these significant incidents included:

- **ICT Technical Issue:** 24 May 2022, Humberside Fire and Rescue Service experienced a technical issue which had a significant impact on the Information, Communication and Technology (ICT) infrastructure.
- **Bennett's Timber:** 11 June 2022, an incident occurred at Bennett's Timber, Grimsby involving a large industrial building containing timber, approximately 150m x 50m, involved in a fire. Crews from Grimsby (aerial), Immingham, Brigg, Barton (water support unit) and Brough (command unit) attended. The incident was resolved whilst preventing further damage to other parts of the building.
- **British Steel:** 8 June 2022, an incident at British Steel, Scunthorpe. This was a transformer on fire at the onsite power station which resulted in 3000 litres of oil being ignited. A foam attack was used to extinguish the fire and two ground monitors used to shield and cool adjacent transformers and buildings to prevent further escalation. Crews from Scunthorpe, Immingham, Barton, Winterton, Brough and HFS Solutions attended this incident. This was a challenging incident where operational priorities included extinguishing the transformer on fire, protecting nearby transformers to maintain high voltage to the site. The crews work very well with a high degree of professionalism to resolve this incident in a safe and timely manner.
- **Control Consortium outage:** 6 June, mobilisation and communication functions were lost for Hertfordshire, Norfolk, and Lincolnshire Control Rooms, leaving Humberside Fire and Rescue Service to answer all emergency calls for the entire East Coast Consortium. This meant four operators taking calls for four different services. The outage lasted until late in the evening, at which point the system was restored. The following day a planned outage was scheduled to replace a faulty router, which was believed to have caused the system failure. Before the scheduled outage, the system failed again mid-morning on the 7 June for a further four hours, during which time the faulty router was replaced.
- **M62, Goole:** 6 April, crews from Goole were mobilised to an incident on the M62, at 09.52 am. The incident involved a collision between an LGV and a car, which resulted in persons trapped and fire. Brough were mobilised to the incident following an assistance message. The nature of the incident presented numerous challenges to the crews; despite the unique nature of the incident and the pressure placed on personnel, it is clear from the questionnaire and debrief that crews acted with a high level of professionalism.



# OCCUPATIONAL HEALTH AND WELLBEING REPORT

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# 1.

## SUMMARY



During the past six months, the Occupational Health and Wellbeing (OH) department has continued to experience staffing challenges, and as a consequence has been operating in Business Continuity since May. This has been well supported across the organisation and as a result has meant that we have been able to manage the reduced amount of referrals to OH in-house rather than using an external private provider.

Due to the significant increase in recruitment activity, additional demand was placed on OH services as all new recruits require fitness testing and full medicals. Some medicals have been outsourced, but this has been kept to a minimum.

The nurses and technicians have now completed a full suite of protocols and pathways for all the health surveillance work and medical recruitments.

We have continued to work on implementing aspects of the Mental Health at Work action plan, which has included senior managers attending MIND training on dealing with stress and mental health. We have also completed the NFCC maturity model for health and wellbeing.

In September it was agreed to recruit a full time Wellbeing Manager. This post will create significant capacity to lead and develop pro-active wellbeing services for HFRS staff, support the Head of Occupational Health and establish networks with partner agencies.

The Occupational Health and Wellbeing Team have been working with Directorate colleagues to write the new People Strategy and continues to work closely with Human Resources (HR) to manage sickness and absence.

The Fitness and Wellbeing Advisors have been shortlisted for Team of the Year in the annual Recognition Awards event.

## 2. PERFORMANCE

The table below gives figures for the main Occupational Health activity for the two quarters.

Activity	April to June	July to September
Management referrals	37	45
Self-Referrals	12	4
Discharges	22	76 (data cleansing of old records)
Open Cases	12	25
IHER (Ill Health Early Retirement)	0	1
CISM Defusing/Debriefing (Critical Incident Stress Management)	5	2
Physio Referrals	13	9
Counselling Referrals	4	1
CiC Contacts	22	15
DNA (Did Not Attend)	5	4
Health Surveillance	49	60
Fitness Tests	83 plus 16 Return To Work	507 plus 3 Return To Work



Activity increased significantly in Q2 despite remaining in Business Continuity. Of particular note is the huge increase in fitness testing, some of this is due to the fact that September is our bi-annual testing month for all operational staff, but also due to recruitment fitness testing.

Our Employee Assistance Programme (EAP) use has gone down in comparison to this time last year when there were 33 individual contacts. There will be a 're-launch' of this with presentations to staff during the Supervisory Leadership sessions to ensure all staff are aware of the programme and it's benefits.

We are pleased that Health Surveillance activity has increased, this has been due to the recruitment and training of a new Health Technician and will continue to increase as the focus will turn to routine health surveillance once the acute recruitment phase has ended.

### 3.

## PROJECTS



For the purpose of this report, the projects have been categorised as general health and wellbeing work, services and resources, which apply to all personnel in the Service, as the team continuously develop services to target particular staff groups identified as requiring additional wellbeing support. The 'projects' listed below are over and above our standard 'business as usual' work which includes all our Occupational Health appointments, doctors' clinics, fitness testing and health surveillance work.

- The Critical Incident Stress Management (CISM) programme has continued to develop. In May, Professor Regal delivered a further 4-day course to train a further 12 staff to become Peer Supporters. We have also introduced a Code of Practice for Peer Supporters.
- Healthy Workplace Awards Scheme – HFRS signed up the Bronze entry level, supported by North Lincolnshire Public Health. This has included appointing three workplace co-ordinators and training twenty one staff to become 'health champions'. We achieved the Bronze level in January and were awarded the certificate at a partnership event in May in Scunthorpe. The co-ordinators have now commenced the work required to meet the criteria for Silver level.
- HFRS have recently signed the MIND Blue Light Together commitment, which means we have agreed to meet the six core standards for Mental Health at Work.

As part of the Programme, we have introduced mental health awareness training as mandatory for middle managers and above, and, working in partnership with MIND have now delivered two sessions. The first draft of HFRS Mental Health Plan has been prepared and will be discussed at the Health and Wellbeing Steering Group.



- During Mental Health Awareness Week (9 -15 May) we ran a number of sessions, which included a podcast and video with some Blue Light Champions, a 'walk and talk' and an interview with Professor Regal about trauma support.
- Emergency First Responder support has continued with peer support wellbeing meetings.
- Recognising the transition from working to retirement can be a challenging time for our staff, we have extended the access to our Employee Assistance Programme to all retirees for 12 months.
- Wellbeing podcasts delivered by staff, including an interview with a staff member with prostate cancer.
- We have signed up as a member of the 'Menopause Friendly Employer' scheme and will be preparing an assessment for accreditation.
- Occupational Health & Wellbeing and Health, Safety & Environment continue to work closely together on a number of projects, including reducing the risk to injury whilst using HFRS gyms by carrying out risk assessment audits, and the 'Decon' Project – which is looking at health screening for any staff who have, or have previously had, regular exposure to fire effluent.



## **PUBLIC SECTOR AUDIT APPOINTMENTS (PSAA) UPDATE – APPOINTMENT OF MAZARS**

### **1. SUMMARY**

- 1 The purpose of this report is to seek the Authority's approval to accept Mazars as External Auditors for the period 2023/24 to 2027/28.
- 1.1 PSAA have carried out the procurement process on behalf of 99% of Local Authorities, Police and Fire bodies, including Humberside Fire Authority (HFA). Following this process, contracts have been offered to six suppliers.
- 1.2 PSAA have proposed that Mazars are appointed to HFA subject to consultation and agreement from HFA.

### **2. RECOMMENDATIONS**

- 2.1 Fire Authority approves the appointment of Mazars for 2023/24 to 2027/28 and that the Executive Director of Finance/S151 Officer responds accordingly to PSAA.

### **3. BACKGROUND**

- 3.1 Following HFA approval to engage PSAA in February 2022, the procurement process has now been concluded.
- 3.2 HFA has to respond to PSAA with regard to the proposed appointment of Mazars by 14 November 2022.

### **4 APPOINTMENT PROCESS**

- 4.1 PSAA have carried out the appointment process for External Auditors on behalf of the Authority.
- 4.2 This has resulted in the appointment of six suppliers to meet the requirement for External Audit services in England.
- 4.3 Following the awarding of contract lots to suppliers, each participating Authority is then appointed an Auditor, for HFA the proposed appointment is Mazars.
- 4.4 It is recommended that Mazars are accepted as our appointed Auditor for 2023/24 to 2027/28.

### **5. RESOURCING/FINANCIAL/VALUE FOR MONEY**

- 5.1 In Autumn 2023 PSAA will consult on the proposed scale of Audit fees in respect of the 2023/24 Annual Accounts. Our current fee (2021/22) is £36k. PSAA have outlined that all Authorities should anticipate a c.150% increase in Audit fees.
- 5.2 The expected increase in fees is aimed at resolving some of the fundamental resourcing issues that exist in the Public Sector audit market, which has resulted in the very late issue of Audit Opinions.

### **6. IMPACT ON SERVICE DELIVERY/ORGANISATION OR RESIDENTS AND ANY COMMUNICATION ACTIONS REQUIRED**

- 6.1 The Authority will respond to PSAA before the 14 November 2022 deadline.

## **7. RISK/ HEALTH AND SAFETY/LEGAL IMPLICATIONS**

- 7.1 HFA must appoint an External Auditor to audit the Annual Accounts and provide an opinion on Value for Money arrangements.

## **8. LINKAGES TO ANY STRATEGIC/CORPORATE PLANS/POLICIES**

- 8.1 The delivery of the Authority's Annual Accounts is key to ensuring financial transparency and management.

## **9. EQUALITY IMPLICATIONS**

- 9.1 There is no requirement to carry out an equality impact analysis as this report does not relate to a policy or service delivery change.

## **10. CONCLUSION**

- 10.1 Fire Authority approves the appointment of Mazars for 2023/24 to 2027/28 and that the Executive Director of Finance/S151 Officer responds accordingly to PSAA.

**Kevin Wilson**  
**Executive Director of Finance/S151 Officer**

### **Officer Contact**

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### **Background Papers**

<https://s3.eu-west-2.amazonaws.com/server-asset-backups/humberside-fire-craft-3-assets/uploads/files/Fire-Authority-Documents-2021-2022/22-02-11-HFA-Agenda-PUBLIC.pdf>

**Prosecution : TD Polymer Ltd**

**1. SUMMARY**

- 1.1 In January 2020 Protection officers from HFRS issued a Prohibition Notice to Mr Peng Fei Wang to prevent sleeping in a factory premises in Hull. This followed an earlier notice issued in 2019 when the premises traded under a different name.
- 1.2 Following concerns raised by Humberside Police in April 2020, HFRS officers discovered that Mr Wang was in breach of the issued Prohibition Notice and began an investigation which culminated in Mr Wang being formally charged under Article 32 of the Regulatory Reform (Fire Safety) Order 2005.
- 1.3 Mr Wang appeared at Hull Crown Court on 6 October 2022 and pleaded guilty to breaching both Prohibition Notices served to him in 2019 and 2020. He was sentenced to 12 months in prison (suspended), fined £10,000 and ordered to pay costs to HFRS of £21,000.

**2. RECOMMENDATIONS**

- 2.1 It is recommended that the Fire Authority note the content of this report and the work done by Protection staff in bringing a successful prosecution.

**3. REPORT DETAIL**

- 3.1 In June 2019, HSE officers carried out a visit to a factory in Hull, known as Sun Polymer Ltd, due to concerns about some of the industrial processes taking place on the premises. During that visit, the HSE officers noted that staff members appeared to be sleeping on the premises. They made contact with the HFRS Protection team in Hull who carried out an inspection of the factory.
- 3.2 The premises consisted of a large single storey plastics factory with integral offices. The factory is in production 24 hrs a day, converting waste plastic into plastic moulding pellets. The Protection Staff who visited the site found evidence of numerous offices being used for sleeping accommodation.
- 3.3 The fire alarm within the premises was not suitable for use in a building where people sleep. There was no fire resisting construction to stop a fire spreading from the factory area to the area where people slept. Those sleeping in the premises spoke very little English and were not aware of the evacuation policies or what to do in the event of a fire.
- 3.4 A prohibition notice was issued to prevent sleeping on the premises. The notice was issued to Mr Wang, who was the responsible person for the site.
- 3.5 In January 2020 operational crews attended the premises. They noted that the premises business name had changed, but Mr Wang remained in charge of the site. Following consultation with legal representation, the prohibition notice was re-issued to Mr Wang with the new business premises name, now TD Polymer Ltd.
- 3.6 In April 2020, Humberside Police attended the site due to an intruder alarm sounding. The police discovered people sleeping on the premises. They took photographic evidence of this, and contacted Protection staff to inform them of their findings and concerns.

- 3.7 At this point, Protection staff initiated the prosecution process due to the blatant disregard of the issued prohibition notice. At this point it was discovered that both TD Polymer and the previous business name, Sun Polymer, were in liquidation. As Mr Wang was the responsible person for both companies, and it was he who was named on both prohibition notices, HFRS decided to charge Mr Wang as an individual rather than his business.
- 3.8 Statements and photographs were collated from HFRS staff, police officers and HSE officers. Mr Wang was interviewed under caution by Protection managers and an evidential bundle collated to forward to our legal representatives.
- 3.9 This bundle meant that it was very clear that the case would pass an evidential test. Mr Wang was always in charge of the premises and admitted during interview that he remained the responsible person. Mr Wang confirmed he had received both prohibition notices issued to the premises, and that he understood their content. Evidence from both police and Protection officers was compelling in terms of proving that people remained sleeping on the premises even after the notices were issued.
- 3.10 HFRS considered the public interest test when considering this prosecution. Again, there was sufficient evidence to pass this threshold. The breach of a prohibition notice is an extremely serious offence, a view shared by the courts. The offences themselves were so severe, that in the event of a fire, those sleeping on the premises would not have been able to escape. In some instances, people were locked in their rooms. It is also likely that the offences took place for some time.
- 3.11 Due to the overwhelming evidence collated by the Protection manager who led the prosecution, Mr Wang pleaded guilty at Hull Crown Court in October 2022.
- 3.11 He was sentenced to a 12 month suspended prison sentence, 150 hours unpaid work, 35 days rehabilitation, fined £10,000 and ordered to pay HFRS our costs of £21,000.

#### **4. EQUALITY IMPLICATIONS**

- 4.1 There is no requirement to carry out an equality impact analysis as this report does not relate to a policy or service delivery change.

#### **5. CONCLUSION**

- 5.1 Diligent work by Protection staff resulted in a successful prosecution ensuring the safety of those working in the factory. The sentencing and media attention sends a strong message to the business community that, whilst we will always seek to engage and work with our community, we will not hesitate to take firm action against those who place the public at risk by disregarding fire safety legislation.

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#### **Background Papers**

None