C L E V E L A N D F I R E A U T H O R I T Y

MINUTES OF EXECUTIVE COMMITTEE MEETING

6 MARCH 2020

PRESENT:

CHAIR
Councillor Paul Kirton – Stockton on Tees Borough Council
HARTLEPOOL BOROUGH COUNCIL
Councillor Tim Fleming
STOCKTON ON TEES BOROUGH COUNCIL
Councillors Luke Frost, Jean O'Donnell
REDCAR & CLEVELAND BOROUGH COUNCIL
Councillor Mary Ovens
AUTHORISED OFFICERS
Chief Fire Officer, Director of Corporate Services, Legal Adviser & Monitoring Officer, Treasurer

APOLOGIES: Councillor Teresa Higgins - Middlesbrough Council

CANCELLED

103. DECLARATION OF MEMBERS INTERESTS
It was noted no Declarations of Interests were submitted to the meeting.

104. MINUTES
RESOLVED - that the Minutes of the Executive (Appointments) Committee on 24 January 2020 and Executive Committee on 31 January 2020 be approved.

105. REPORTS OF THE CHIEF FIRE OFFICER

105.1 Community Integrated Risk Management Plan 2018-22 – Progress Report 2019-20

The Chief Fire Officer (CFO) provided Members with a detailed update of the progress made to date on the priorities detailed within the Authority's Service Plan 2019-20. He referred Members to the Corporate Internal Operating Plan 2019/20 attached at Appendix 1 and highlighted the following areas:-

<u>SSC1.7: Explore Measurers to reduce the time components of alarm actuation, call handling and crew reactions to improve actual response time to building fires</u>
Work would be continuous to drive down response times therefore this priority would remain 'amber'.

105.1 Community Integrated Risk Management Plan 2018-22 – Progress Report 2019-20 cont.

SSC5.3: Produce a Community Engagement Strategy that ensures we reach all areas of the Community

The CFO confirmed that this project had been widened to include an Engagement Framework to encompass the Brigade's approach to engaging the Community, Staff and Partners. This would be implemented as a priority for 2020/21.

SSC5.3b: Provide relevant information to the Public about On Going Incidents

Councillor Frost suggested the Brigade could improve the way it provides the public with information on ongoing incidents. The CFO reported the difficulties with Operational Commanders dealing with social media and that the Brigade's communications department was not a 24 hour operation. He confirmed that various online news sites operated across Teesside to keep the public informed.

UOR1: Review Operational Whole Time Duty System

Councillor Ovens asked if there was a feasible alternative duty system. The CFO confirmed that one of the focuses of the inspection going forward was looking at staff productivity. He reported that a working group had been commissioned to consider the various alternatives used in other organisations and acknowledged the difficulties of working within the parameters of the Grey Book to achieve an effective system that staff want to work to.

UOR11.4: Provide options for future retained duty system that enhances efficiency and effectiveness

CANCELLED

The CFO confirmed that a future options report had been produced and recommendations were currently being considered by ELT. It was the intention to use a station by station approach to establish why there is a vast difference in availability across retained stations.

UOR18a: Complete New Complex on Queens Meadow Business Park

The final phase of this site, including the installation of training units and landscaping in collaboration with community groups was due for completion by June 2020.

The CFO confirmed that the 2019/20 priorities were over 90% complete which was testament to the efforts of staff towards achieving them. Councillor O'Donnell echoed this sentiment and praised their excellent work.

Councillor Ovens asked what measures were in place for the Coronavirus. The CFO confirmed the Brigade received regular briefings from Central Government.

RESOLVED – that the progress on corporate priorities set out in the CIRMP 2018-22 and on the Directorate Priorities as agreed by the Chief Fire Officer for progression within its Brigade (Appendix 1), be noted.

105.2 Gender Pay Gap 2019–20

The CFO reported that in line with new regulations set out under the Equality Act 2010 in April 2017, it is a requirement of all employers of more than 250 employees to calculate and publish information about the gender pay gap in their organisation.

He referred Members to the Gender Pay Gap Report at Appendix 1 which included a table of the data used as at the end of March 2019 and the outcomes of the six calculations required which show the difference between the average earnings of men and women.

The CFO added that the Authority had a duty under the regulations to publish the data on the Brigade website by 31 March 2020.

RESOLVED – that in line with the provisions set out in the Equality Act 2010 (Gender Pay Gap Information), Members noted Cleveland Fire Authority's gender pay gap data as detailed at Appendix 1.

106. REPORT OF THE LEGAL ADVISER AND MONITORING OFFICER

106.1 Pay Policy Statement 2020-21

The Legal Adviser & Monitoring Officer (LAMO) reported that in line with the provisions set out in the Localism Act 2011, the Authority had a statutory duty to prepare a Pay Policy Statement for each financial year relating to:

- the remuneration of its chief officers
- the remuneration of its lowest paid employees
- the relationship between
  - the remuneration of its chief officers and
  - the remuneration of its employees who are not chief officers

CANCELLED

The LAMO outlined the Pay Policy Statement 2020/21 at Appendix 1 and highlighted the remuneration of the lowest paid employees which was:

- Firefighter (Development) - £24,826
- Non-operational employees Grade B (Development) - £18,426

He reported that the Government's National Living Wage sets a minimum wage for all workers aged 25 years and over which equates to £16,821, which was lower than the Authority's lowest paid employees Grade B (Development) which was £18,426.

Members were informed that the fixed sum telephone allowance paid to Chief Officers with an operational portfolio in recognition of the 24 hour 'on call' nature of their roles was to be removed.

RECOMMENDED:-

(i) That Cleveland Fire Authority's Pay Policy Statement 2020/21 be considered and approved at its meeting on 27 March 2020.

(ii) That the Pay Policy Statement 2020/21 be published by the Authority, once approved.

106.2 The Combined Fire and Rescue Authorities (Membership and Allowances) (Amendment) Regulations

The LAMO informed Members that the 'Combined Fire and Rescue Authorities (Membership and Allowances) (Amendment) Regulations 2020, which enable Police and Crime Commissioners to be appointed as a Member of a Combined Fire and Rescue Authority, came into force on 18 March 2020.

He reported that amendments to the Authority's Scheme Order were covered in the Second Schedule to the Regulations detailed at Appendix 1 and '*provide that a PCC must submit a request to be represented on the FRA, and the FRA must consider the request, give reasons for their decision to agree to or refuse the request, and publish those reasons in such manner as they think appropriate".* In addition where a PCC is accepted as a Member of the Authority, they are "*not to receive any allowances from that FRA as a result of their representation".*

The LAMO noted that the Regulations re-state the position that a PCC appointed to a Fire and Rescue Authority (FRA) can appoint a Deputy to attend and speak at meetings but that person would have no voting rights and would not be treated as an authority member.

RECOMMENDED - That the report be noted and forwarded to the Fire Authority meeting on 27 March 2020 for information.

107. LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION ORDER) 2006

CANCELLED

RESOLVED "That Under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business, on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006, namely information relating to any financial or business affairs of any particular person (including the authority) holding that information."

108. CONFIDENTIAL MINUTES

RESOLVED - that the Confidential Minutes of the Executive Committee held on 22 November 2019 be confirmed.

109. CONFIDENTIAL REPORTS OF THE CHIEF FIRE OFFICER

109.1 Community Integrated Risk Management Plan (CIRMP) 2018-22: Senior Management Structure 2020

Members considered proposals to refine and strengthen the Brigade's current Senior Management Structure.

109.2 Procurement Progress Report

Members received details relating to contract letting procedures, exemptions to contract procedure rules and future procurement plans.

109.3 Provision of firefighters PPE: Fire tunic and Trousers – Tender Acceptance
Members examined the result of Brigade analysis of the tenders received for the Provision of Firefighter PPE (Tunic and Trousers).

109.4 Provision of B Type Fire Appliances – Tender Acceptance
Members examined the result of Brigade analysis of the tenders received for the provision of seven B Type Fire appliances.

COUNCILLOR PAUL KIRTON
CHAIR

CANCELLED