
CLEVELAND FIRE AUTHORITY

MINUTES OF ORDINARY MEETING

27 JULY 2018



PRESENT:

CHAIR

Cllr Jan Brunton Dobson – Middlesbrough Council

HARTLEPOOL BOROUGH COUNCIL

Cllrs Marjorie James, Rob Cook

MIDDLESBROUGH COUNCIL

Cllr Teresa Higgins

REDCAR & CLEVELAND BOROUGH COUNCIL

Cllrs Neil Bendelow, Norah Cooney, Ray Goddard,

STOCKTON ON TEES BOROUGH COUNCIL

Cllrs Jean O'Donnell, Mick Stoker, William Woodhead MBE

AUTHORISED OFFICERS

Chief Fire Officer, Legal Adviser and Monitoring Officer, Treasurer

IN ATTENDANCE

Audit Manager - Mazars (Minute Nos. 30-35.1 only)

Head of Risk & Performance

Head of Communications & Engagement (observing)

**APOLOGIES FOR
ABSENCE:**

Director of Corporate Services / Clerk

Councillors Gillian Corr, Paul Kirton – Stockton Borough Council

Councillors Naweed Hussain, Tom Mawston – Middlesbrough Council,

Councillor Mary Ovens – Redcar & Cleveland Borough Council

30. ADJOURNMENT

2.06pm The Chair adjourned the meeting to hold a confidential discussion with Members.

2.22pm Meeting reconvened.

31. DECLARATIONS OF MEMBERS INTEREST

It was noted no Declarations of Interest were submitted to the meeting.

32. MINUTES

RESOLVED – that the minutes of the Annual Meeting of 1 June 2018 be confirmed.

33. MINUTES OF MEETINGS

RESOLVED - that the Minutes of the Local Pension Board on 17 April 2018, Audit & Governance Committee on 29 June 2018 and the Executive Committee on 6 July 2018 be confirmed.

34. COMMUNICATIONS RECEIVED BY THE CHAIR

Zoe Billingham Fire & Rescue Service Inspection Learning Report

Fire & Rescue Inspection Update

LGA

Circular EMP/2/18 – Meeting: Broadening the Role

Home Office

Consultation Briefing – Additional Long Service Awards for 30 + 40 year

RESOLVED – that the communications be noted.

35. REPORT OF THE TREASURER

35.1 Final 2017/18 Financial Report (including the Audit Completion Report 2017/18)

The Treasurer informed Members that the draft Accounts had been scrutinised by the Audit & Governance Committee at its meeting on 29 June 2018 and no issues had been raised.

The Audit Manager outlined the keys areas of the Audit Completion Report (ACR) at Appendix A which included:

- Executive Summary
- Significant Findings
- Internal Control Recommendations
- Summary of Misstatements
- Value for Money Conclusion

He reported that the Audit identified no unadjusted misstatements in the financial statements and he highlighted the small number of misstatements and disclosure amendments identified at section 4 of the ACR.

The Audit Manager thanked the Treasurer and his team for their efforts throughout the year. The Chair re-iterated this on behalf of the Authority. The AM left the meeting.

RESOLVED:-

- (i) That the matters raised in Mazars' Audit Completion Report be noted.**
- (ii) That the signing of the Letter of Representation at Appendix B be noted.**
- (iii) That the final 2017/18 Financial Report attached at Appendix C, incorporating the changes agreed by Mazars, be approved.**

36. REPORTS OF THE CHIEF FIRE OFFICER

36.1 Annual Performance & Efficiency Report 2017/18

The Chief Fire Officer (CFO) gave a detailed presentation summarising the Brigade's performance, efficiency, audit outcomes and operational performance for the period covering 1 April 2017 – 31 March 2018, which had been considered by the Audit & Governance Committee on 29 June 2018. The presentation covered:

- Performance Assessment Framework
- Service Demand
- Safer Communities
- Sickness Absence
- Annual & Corporate Priorities
- Key Service Standards
- Response Standards
- Operational Assurance: JESIP
- Comparison against other FRS
- Customer Care

Councillor James asked if future service delivery took into account the increased risk of flooding in the Brigade area. The CFO reported that the Brigade's changing risks were reviewed constantly through the CIRMP process and confirmed that the Brigade did have a resource for river rescue.

The Chair thanked all staff involved for achieving another successful year for the Brigade.

RESOLVED – that the report be noted.

36.2 Information Pack

- 36.2.1 National Employers Circulars
- 36.2.2 Campaigns

RESOLVED – that the information pack be noted.

36.3 Lancashire Fire & Rescue Service Mutual Aid – Presentation

The CFO updated Members on the recent deployment of operational personnel to provide support during the Saddleworth and Winterhill Moor Fires in Greater Manchester & Lancashire. He gave a short presentation including photographs taken by Brigade staff depicting the arduous task faced by firefighters tackling the major incident.

The CFO confirmed that those who had taken part had volunteered to attend while on leave and any expense to the Brigade would be recouped from the Mutual Aid Scheme.

The Chair offered thanks on behalf of the Authority to those who volunteered.

RESOLVED – That the presentation was noted

37. ANY OTHER BUSINESS

37.1 Conclusion of Pending Matters – Audit Completion Report

The Treasurer tabled a letter from Mazars outlining the conclusion of the matters that were marked as outstanding within the Audit Completion Report previously issued to Members.

RESOLVED – That Members noted the Mazars letter confirming the Conclusion of Pending matters in relation to the Audit Completion Report.

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

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 items of business, on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 3 below 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.

39. CONFIDENTIAL MINUTES

RESOLVED – that the confidential minutes of the Executive Committee Meeting on 6 July 2018 be confirmed.

40. CONFIDENTIAL REPORTS OF THE CHIEF FIRE OFFICER

40.1 Provision and Erection of a Line Rescue Mast

The CFO updated Members on details relating to the Provision and Erection of a Line Rescue Mast at the Training Hub, Queens Meadow Complex, Hartlepool.

40.2 Development of a Bespoke Incident Command Training System

Members received information on the procurement of a Bespoke Incident Command Training System.

**COUNCILLOR JAN BRUNTON DOBSON
CHAIR**