

---

# CLEVELAND FIRE AUTHORITY

## MINUTES OF EXECUTIVE COMMITTEE MEETING

28 SEPTEMBER 2018

---



### PRESENT:

#### **CHAIR**

Councillor Jan Brunton Dobson - Middlesbrough Council

#### **HARTLEPOOL BOROUGH COUNCIL**

Councillor Rob Cook

#### **MIDDLESBROUGH COUNCIL**

Councillor Tom Mawston

#### **REDCAR & CLEVELAND BOROUGH COUNCIL**

Councillors Mary Ovens, Ray Goddard

#### **STOCKTON ON TEES BOROUGH COUNCIL**

Councillor Jean O'Donnell

#### **AUTHORISED OFFICERS**

Chief Fire Officer, Director of Corporate Services, Legal Adviser & Monitoring Officer, Deputy Treasurer

#### **BRIGADE OFFICERS**

Area Manager – Prevention, Head of ICT

### APOLOGIES:

William Woodhead MBE – Stockton Borough Council  
Treasurer

### 54. DECLARATION OF MEMBERS INTERESTS

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

### 55. MINUTES

**RESOLVED - that the Minutes of the Executive Committee on 31 August 2018 be confirmed.**

### 56. REPORTS OF THE CHIEF FIRE OFFICER

#### 56.1 Assurance Framework

The Chief Fire Officer (CFO) informed Members that an Assurance Framework had been developed to sit within the Authority's Corporate Governance Framework alongside the Risk and Performance Management Frameworks with the aim of providing an improved structured and evidence-based approach to the management of all aspects of internal and external assurance.

He reported that this cross-cutting Framework would consolidate existing assurance arrangements into one central directory with the aim of:

- Improving the Authority's process for strategic planning of assurance activities
- Providing focus and prioritisation of those assurance activities
- Improving the management and monitoring of improvement actions which may subsequently arise from the assurance streams

**56.1 Assurance Framework cont.**

The CFO referred Members to the summary at Appendix 2 of the report which provided a detailed infographic outlining how the Assurance Framework adds value to the management of the Authority's risk. He reported that this is achieved through robust arrangements providing the community and stakeholders with the assurance that services are delivered in an effective, safe, efficient and professional manner.

**RESOLVED - That the Assurance Framework attached at Appendix 1 and the Assurance Framework Summary at Appendix 2 be noted.**

**56.2 People Strategy**

The CFO informed Members that the Director of Corporate Services (DoCS) had launched the Authority's People Strategy at the Brigade's Communications Forum that morning, aligned to achieving Corporate Goal 2: A Proud, Passionate, Professional and Inclusive workforce.

The DoCS took Members through a detailed presentation which covered:-

- Workforce Profile
- National and Local Drivers
- Key Themes
- Building on Existing Work
- Benefits to our people
- Health and Safety
- Training and Education
- Leadership and Management
- Inclusive Culture, Values and Behaviours
- Sustainable Workforce
- Delivering our Outcomes
- Next Steps

Councillor Mawston asked for further information on how internal vacancies are identified. The DoCS explained the workforce planning arrangements. The CFO added that as the Brigade had not recruited for 10 years and the retirement profile is such that a lot of experienced firefighters and commanders are being lost, the issue of experience in an operational scenario is key.

Councillor Ovens asked if the Brigade would soon be in a position to start recruiting. The DoCS confirmed that 'Positive Action' work was currently underway and a recruitment campaign would follow. She confirmed that the Brigade had recently advertised internally for Whole Time Firefighter Posts and nine out of the Brigade's ten apprentices applied and were successful.

Councillor Ovens commended the opportunity that the Brigade had given the apprentice firefighters. The CFO reported that they were not guaranteed a job at the end of their apprenticeship but it had been timely that the Brigade had vacancies that they were able to apply for and were successful. Councillor Mawston asked if there was an upper age limit for apprentices. The CFO confirmed that there was not.

## 56.2 People Strategy cont.

The DoCS confirmed that the next cohort would not be via an apprenticeship scheme as nationally a new trail-blazer scheme was being developed which the Brigade would adopt once it has been launched. This was not expected to be before the planned recruitment for April 2019.

Councillor Cook asked the DoCS to revisit the slide on 'inclusive culture' in her presentation and elaborate on the content. The DoCS reported that this was part of the Equality, Diversity and Inclusion Forum (EDIF) Strategy looking at positive action, bullying and harassment, grievance, code of conduct, values, behavior and mental health training.

The DoCS informed Members that the implementation of the People Strategy would require slight amendments to the wording of the current strategic objectives and outcomes set out in CIRMP 2018-22, as detailed in Table 1 at paragraph 4.1. This would also require the CFO to establish the following five reviews of/new Directorate priorities for completion by March 2019:

- Review of Health & Safety Strategy
- Develop a new Employee Health & Wellbeing Strategy 2019-22
- Develop a new Training and Education Strategy 2018-22
- Develop a new Leadership and Management Strategy 2018-22
- Develop a new Workforce Plan including Succession Planning 2018-22

### RESOLVED:-

- (i) That the People Strategy at Appendix 1 be noted.**
- (ii) That Members approved the slight amendments to the wording of the current strategic objectives and outcomes set out in the CIRMP 2018-22, as detailed at Table 1, as a result of implementing the new People Strategy**
- (iii) That the new priorities to be established by the Chief Fire Officer as set out in paragraph 4.2, be noted.**

## 56.3 Local Government Pension Scheme Discretions

The CFO informed Members, as Scheme Manager of the Authority's Local Government Pension Scheme (LGPS), of the obligations and discretions that apply to the Local Government Pension Scheme Regulations 2014

He reported that following the introduction of the LGPS scheme in 2014 a consultation was undertaken to address the many anomalies and discrepancies pointed out to the Department of Communities and Local Government (DCLG) and the amended regulations had finally been released to be effective from May 2018.

The CFO reported that as a result of these amendments it was necessary to revisit the employer discretions for pre 2014 leavers. Discretions for post 2014 leavers had previously been considered by the CFA on 15 May 2015.

The CFO reported that there were three compulsory employer discretions from April 2014 which by law were required to be included in the Authority's policy statement, as detailed in the table at paragraph 4.1 of the report.

**RESOLVED:-**

- (i) That the content of the report be noted
- (ii) Members noted that in line with the Authority's Scheme of Delegation, the Chief Fire Officer has exercised his discretion with regard to the Local Government Pension Scheme Transitional Regulations 2014, as set out in the table at Section 4 of this report.

**57. 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 item of business, on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 3 and 4 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 and namely information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority."

**58. CONFIDENTIAL MINUTES**

RESOLVED - that the Confidential Minutes of the Executive Committee held on 31 August 2018 be confirmed.

**59. CONFIDENTIAL REPORT OF THE CHIEF FIRE OFFICER**

**59.1 Firefighter Pay Claim Update**

Members received details relating to the latest pay claim position.

**COUNCILLOR JAN BRUNTON DOBSON  
CHAIR**