
CLEVELAND FIRE AUTHORITY

MINUTES OF ORDINARY MEETING

14 DECEMBER 2018



PRESENT:

CHAIR

Cllr Jan Brunton Dobson - Middlesbrough Council

HARTLEPOOL BOROUGH COUNCIL

Cllrs Marjorie James, Rob Cook, Mike Young

MIDDLESBROUGH COUNCIL

Cllr Naweed Hussain, Tom Mawston

REDCAR & CLEVELAND BOROUGH COUNCIL

Cllrs Neil Bendelow, Norah Cooney, Ray Goddard, Mary Ovens

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

Dave Howe – Brigade Secretary, FBU (observing)

**APOLOGIES FOR
ABSENCE:**

Director of Corporate Services

Councillors Gillian Corr, Paul Kirton - Stockton Borough Council

Councillors Teresa Higgins - Middlesbrough Council

72. WELCOME

The Chair welcomed Councillor Mike Young to the meeting. Councillor Young was appointed to the Authority by Hartlepool Borough Council on 14 September 2018.

73. DECLARATIONS OF MEMBERS INTEREST

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

74. MINUTES

RESOLVED – that the minutes of the Ordinary Meeting of 27 July 2018 be confirmed.

75. MINUTES OF MEETINGS

RESOLVED - that the Minutes of the Local Pension Board meeting on 17 April 2018, Audit & Governance Committees on 24 August and 9 November 2018 and the Executive Committees on 31 August, 28 September and 23 November 2018 be confirmed.

76. COMMUNICATIONS RECEIVED BY THE CHAIR

Zoe Billingham Fire & Rescue Inspection Updates

Publication of First Tranche of FRS Reports

LGA

Circular NJC/4/18 - Pay Uplift

Circular NJC/5/18 - Continual Professional Development Payments

Circular NJC/7/18 - Technical Advisory Panel

Circular NJC/6/18 - Independent Chair of the National Joint Council and Middle Managers Negotiating Body: (a) New Appointment (b) Annual General Report

NJC Pay Discussions

76. COMMUNICATIONS RECEIVED BY THE CHAIR CONT.

HOME OFFICE Joint Emergency Services Interoperability Principles (JESIP)
Fire England Website
Progress with replacement of Incident Recording System
Government Response to Representation Model Inquiry

RESOLVED – that the communications be noted.

77. REPORTS OF THE CHIEF FIRE OFFICER

77.1 Local Pension Board – Annual Report

The Chief Fire Officer (CFO) updated Members on the activities of the Local Pension Board for the period April 2017 to August 2018. He took Members through the Annual Report at Appendix 1 and reported that the Chair of the Local Pension Board had requested that the Scheme Manager share this with the Authority.

Councillor James asked if Kier was involved in managing the Brigade's Pensions. It was confirmed that they were the administrators for the Firefighter Pension Schemes.

Mr Dave Howe, Branch Secretary for the Fire Brigades' Union (FBU), reported that as a Member of the 1992 Firefighter Pension Scheme he had been notified that a new company were now the administrators. The Legal Adviser and Monitoring Officer (LAMO) confirmed this was the case.

RESOLVED - That the report be noted.

77.2 Government Response to the Representation Model Inquiry

Members received details relating to the outcomes of the Government's summary of consultation responses from the consultation exercise – 'Enabling Police and Crime Commissioners (PCCs) to sit and vote on Combined Fire and Rescue Authorities', as detailed at Appendix 1.

The CFO reported that at the Special CFA Meeting on 8 December 2017, Members views were sought on the proposal to amend the Combination Schemes of Fire and Rescue Authorities (FRAs) which had been issued by the Home Office regarding proposed changes to the Authority's scheme. Members resolved that the Chair be authorised to respond on the Authority's behalf, that it does not agree with the proposed amendments. And that if the amendments were made there would be some minor consequential amendments to its combination Scheme as indicated in the consultation.

The CFO advised Members of the outcome of the Independent Inquiry as detailed at section 4 of the report and confirmed that while all three issues had been directly addressed the Government was now moving forward and amending legislation to enable PCCs to have Membership on Fire Authorities.

The LAMO confirmed that to allow uniformity, Combined Fire Authority's should have the power to enable PCCs to sit and vote.

RESOLVED:-

- (i) that the report and appendices be noted.**
- (ii) that Members receive an updated report following the anticipated amendments to its Combination Scheme Order in Spring 2019 to enable a PCC to request to sit on the Fire Authority with voting rights.**

77.3 Information Pack

- 77.3.1 Employers Circulars
- 77.3.2 National Joint Council Circulars
- 77.3.3 Campaigns

Stay Safe & Warm – 10th Anniversary

The CFO noted that it was the 10th Anniversary of the Brigade's Stay Safe and Warm Campaign and that referrals had increased 125% over the last year.

Festive Campaigns

The CFO reported that staff had been running a Festive Hamper Campaign to distribute to the most vulnerable families across the Brigade areas in support of the Stay Safe and Warm Campaign. In addition, crews in Middlesbrough would once again distribute donations of warm clothing and blankets at a Boxing Day event for the homeless. While crews from Hartlepool and Stockton would be taking Christmas gifts to children's wards at North Tees Hospital, Women's Refuges and local hospices.

The CFO thanked all staff involved for going above and beyond their roles to support the community and commended them for being a credit to the organisation. The Chair echoed the sentiment.

Councillor James asked for clarity on the level of involvement the Brigade had with delivering adult assessments in the home. The CFO confirmed that over 12,000 HFSVs have been delivered since April 2018 of which over 2,000 were Safe and Well Visits which involve an initial assessment before being referred on to the Brigade's advocate team.

Councillor Bendelow asked if the Brigade received funding from the government to cover this extra 'social' work. The CFO confirmed that the Authority has received an 18% cut in funding over the last 4 years.

RESOLVED – that the information pack be noted.

77.4 HMICFRS Update – Verbal Report

The CFO informed Members that the Tranche 1 reports, which had been scheduled for publication on 14 December 2018, would now be published on 21 December and the findings would be discussed at the next CFA meeting in February.

The CFO reported that a timeline had been confirmed for Cleveland's inspection in 2019, as detailed below, and noted that this coincides with the election process.

- January – submit documentation
- April – self assessment across 11 categories
- May/June – 10 inspectors to deliver inspection
- October – 1st draft report
- December – published document

Councillor Young expressed disappointment at the delayed reporting of the Tranche 1 inspections by HMICFRS and suggested delayed submissions by fire authorities would equally not be viewed favourably by HMICFRS.

RESOLVED – that the HMICFRS verbal update report be noted.

78. REPORT OF THE LEGAL ADVISER AND MONITORING OFFICER

78.1 Contract Procedure Rules

The LAMO reported that a review of the Contract Procedure Rules had been undertaken in line with the Authority's Policy Framework arrangements taking account of changing legislation and in order to strengthen the Authority's corporate governance arrangements.

He noted that the Contract Procedure Rules had last been reviewed in 2014 and the need to review them was recognised in a recent internal audit.

The LAMO referred Members to Appendix A and outlined the key changes and additions which had been considered by the Executive Committee on 23 November 2018.

RESOLVED - That the revised Contract Procedure Rules, as attached at Appendix A, be approved.

78.2 Review of Delegation Scheme

The Legal Adviser and Monitoring Officer informed Members that he had undertaken a review of the Authority's Delegation Scheme in conjunction with the Treasurer, the Chief Fire Officer and the Director of Corporate Services to ensure the scheme:

- reflected the delegated powers of the Authority's Committees and its Officers
- reflected any new roles and responsibilities of Officers agreed during the year 2018/19
- reflected any new legislation that has emerged during 2018/19
- reflected more general than specific details of powers
- outlines a distinction between 'delegated officer' (i.e. responsible officer) and 'authorised officer' (i.e. person who is authorised by the delegated officer to use the power)

The LAMO referred Members to Appendix A of the report which highlighted the changes considered by the Executive Committee on 23 November 2018.

RESOLVED :-

- (i) **That the recommendations emanating from the work that has been undertaken to date by the Legal Adviser, Treasurer, Chief Fire Officer and Director of Corporate Services on a review of the Authority's Delegation Scheme, as outlined in Appendix A, be noted.**
- (ii) **That the revised Delegation Scheme at Appendix A be approved.**

79. 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 & 4 below of Part 1 Schedule 12A of the Local Government Act 1972 as mended 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."

- 80. CONFIDENTIAL MINUTES**
RESOLVED – that the confidential minutes of the Ordinary Meeting of 27 July 2018 be confirmed.
- 81. CONFIDENTIAL MINUTES OF MEETINGS**
RESOLVED - that the Confidential Minutes of the Executive Committees on 31 August, 28 September and 23 November 2018 be confirmed.
- 82. ANY OTHER CONFIDENTIAL BUSINESS**
- 82.1 Prior Court – High Rise Fire**
The CFO provided Members with details of a high rise flat fire at Prior Court, Billingham.
- 82.2 Incident Command Virtual Reality Demo**
Members received a demonstration showcasing virtual reality simulation training currently being developed by the Brigade.
- 82.3 Cleveland Fire Brigade Website – Update**
Members received a short presentation outlining the proposed updates to the Brigade website.

COUNCILLOR JAN BRUNTON DOBSON
CHAIR