

Minutes of a meeting of the Combined Fire Authority held at County Hall, Glenfield on Wednesday, 6 February 2019.

PRESENT

Mr. N. J. Rushton CC (in the Chair)

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| Cllr. S. Barton | Mr. W. Liquorish JP CC |
| Mr. I. E. G. Bentley CC | Cllr. K. Master |
| Cllr. K. Bool | Mr. M. T. Mullaney CC |
| Mr. B. Crooks CC | Ms. Betty Newton CC |
| Cllr. E. Halford | Mr T. Parton CC |
| Mr. D. Harrison CC | Mr J. Poland CC |
| Cllr. K. Singh Johal | Cllr. A. Thalukdar |
| Mr. J. Kaufman CC | Mrs. M. Wright CC |

In attendance

Rick Taylor, Chief Fire and Rescue Officer
Richard Hall, Assistant Chief Fire and Rescue Officer
Paul Weston, Assistant Chief Fire and Rescue Officer
Alison Greenhill, Treasurer
Lauren Haslam, Monitoring Officer
Anna Poole, Democratic Services Leicestershire County Council

49. Apologies for absence.

Apologies were received from Mr. M. H. Charlesworth CC.

50. Declarations of Interest.

The Chairman invited members who wished to do so to declare any interest in respect of items on the agenda for the meeting.

Mr. Rushton CC, Mr. Bentley CC, Mr. Harrison CC, Mr. Kaufman CC, Mr. Liquorish CC, Mr. Mullaney CC, Mrs. Newton CC, Mr. Parton CC, Mrs. Wright CC and Mr. Crooks CC each declared a personal interest in agenda item 10 'Estates Review Update' as members of the County Council. Additionally, Mr. Poland CC declared a personal interest in this item as a member of the County Council and as an employee of Leicestershire Police.

51. Urgent Items.

There were no urgent items for consideration.

52. Chairman's Announcements.

The Chairman's announcements were tabled at the meeting, a copy of which is filed with these minutes. The announcements covered the following matters:

- Home Office Industrial Action Business Continuity Plan
- East Midlands Ambulance Service (EMAS)

- Long Service and Good Conduct Awards
- Toyota Material Handling
- HMICFRS Inspection
- New Member Briefing

Regarding the lease arrangements, the Chairman highlighted that the Chief Fire and Rescue Officer had gained a commitment from the EMAS Finance Director that invoices raised would be paid once leases were finalised and signed. It was expected that this would be by June 2019.

The Chairman asked that it be recorded that the CFA was grateful to Toyota Material Handling for the gift of the forklift truck for use at Southern Fire and Rescue Station.

53. Member Questions.

It was reported that no questions had been received under Procedure Rule 9.

54. Minutes.

RESOLVED:

That the minutes of the meeting of the Combined Fire Authority held on 12 December 2018 be taken as read, confirmed and signed subject to the following amendment:

That Councillor E. Halford be recorded as in attendance at the meeting.

55. Chaplaincy Support to LFRS.

The CFA received a presentation from Rev'd. John Bird, Chaplain to Leicestershire Fire and Rescue Service which explained the service available to employees of the Leicestershire Fire and Rescue Service.

Members were informed that the service was available to both uniformed and non-uniformed staff as well as CFA members. The Chairman thanked Rev'd John for his presentation to the Combined Fire Authority.

RESOLVED:

That the presentation detailing the service offered to uniformed and non-uniformed staff by the Chaplain to Leicestershire Fire and Rescue Service be noted.

56. Budget Strategy 2019/20 to 2021/22.

The CFA considered a joint report of the Chief Fire and Rescue Officer and the Treasurer which sought approval of the budget for 2019/20, and the proposed budget strategy and capital programme for the period to 2021/22. A copy of the report and the subsequent report with the revised resolutions, both marked "Agenda Item 8", are filed with these minutes.

The Treasurer also delivered a presentation to enhance the information contained within the report.

Arising from the discussion, the following points were raised:

- i. The CFA thanked the Treasurer and her colleagues at Leicester City Council for their hard work;
- ii. The budget set out was for 2019/20; the position for 2021/22 was very uncertain as the figures for Government support were not available. Members were informed that, when setting the budget, assumptions had been made that funding would reduce in future years. Additional financial risks were presented by the situation with fire fighter pay and pensions;
- iii. The Council tax level proposed in the report of £66.64 remained low compared to other CFAs; Leicestershire Fire Authority was £12 below the average for other CFAs nationally. The CFA could determine whether a referendum should be held to increase the level of tax above the agreed levels;
- iv. The funding generated from the Business Rate Retention Pilot would not be ringfenced; the funding generated in 2019/20 could be used for those areas deemed a priority. However, the funding generated would be insufficient to replace the Rate Support Grant when it ceased; additional funding would be required;
- v. The capital funding that had previously been moved from the revenue fund could be moved back to the revenue budget if required;
- vi. Members were assured that wide consultation had been undertaken on the draft budget with partners, businesses and interested bodies, and the draft report had been published on the CFA website. However, no comments had been received from consultees, which was not unusual.

The resolutions contained within the report were moved by Mr. N. J. Rushton CC and seconded by Councillor K. Master. The motion was put and carried unanimously, 17 members voting for the motion, and none voting against.

RESOLVED:

That:

- a. the budget for 2019/20, and the budget strategy described in the report, subject to changes which reflect final rates figures notified by billing authorities, as now reported by the Treasurer (and which are reflected in this resolution), be approved;
- b. the fact that the final position had improved due to receipt of rates figures for 2019/20 from billing authorities, be noted. Therefore, it had been possible to add a further £241,000 to the budget, which will be placed in an earmarked reserve for management of change;
- c. the capital programme described at paragraph 10 of the report be approved, and the Chief Fire and Rescue Officer be authorised to commit expenditure on schemes;
- d. the earmarked reserves described at paragraph 12 of the report, be noted;

- e. the fact that no comments had been received on the draft budget from consultees, be noted;
- f. the aggregate of the taxbases communicated by billing authorities for 2019/20 is 322,815.71, be noted [Item T in the formula in Section 42B of the Act];
- g. the following amounts be calculated for the year 2019/20 in accordance with Section 42A and Section 42B of the Act, be agreed:
 - (a) 38,574,000 being the aggregate of the amounts which the Authority estimates for the items set out in Section 42A(2) of the Act.
 - (b) 17,061,561 being the aggregate of the amounts which the Authority estimates for the items set out in Section 42A(3) of the Act.
 - (c) £21,512,439 being the amount by which (a) above exceeds (b) above, calculated by the Authority in accordance with Section 42A(4) of the Act as its Council Tax Requirement for the year. [Item R in the formula in Section 42B of the Act].
 - (d) £66.6400 being the amount at (c) above (Item R) divided by the amount at (f) above (Item T), calculated by the Authority in accordance with Section 42B of the Act as the basic amount of its Council Tax for the year.
- h. the Authority, in accordance with section 40 of the Act, issues precepts to each billing authority be agreed, stating:-
 - i. the amounts shown in the appendix to this resolution as the tax payable for each band;
 - ii. the amounts shown in the appendix as the precept payable by each authority.
- i. the view of the Treasurer that reserves are adequate during 2019/20, and that estimates used to prepare the budget are robust, be noted;
- j. the treasury strategy and prudential indicators described in paragraph 15 of the report, and Appendices 3 and 4, be approved;
- k. the proposed capital strategy described in paragraph 16 of the report and Appendix 4 be approved, and that the CFA would not wish to undertake commercial investment be confirmed;
- l. the equality implications arising from the budget, as described at paragraph 17 of the report, be noted;
- m. the scheme of virement described at Appendix 5 to the report be approved;

- n. under Section 52ZB of the Act, that the relevant basic amount of council tax for 2019/20 was not excessive in accordance with principles issued under section 52ZC of the Act and expected to be approved by Parliament (being an increase of less than 3%), be determined; and that in the event that the local government finance settlement had not been approved by 6th February 2019, the Chief Fire Officer be authorised to make this determination;
- o. should the Chief Fire Officer not be able to make the determination referred to in (n) above, that resolutions (a) to (m) above shall be deemed not to be approved, be noted and that an emergency meeting of the CFA shall be convened.

57. Pay Policy Statement 2019/20.

The CFA considered a report of the Chief Fire and Rescue Officer which sought approval of the Leicestershire Fire and Rescue Service's Pay Policy Statement for 2019-20. A copy of the report, marked "Agenda Item 9", is filed with these minutes.

In response to questions, Members were informed that medical fees were reimbursed for employees whose service commenced before November 1994 only; this arrangement was determined by national terms and conditions.

The recommendation was moved by Mr. N. J. Rushton CC, seconded by Councillor K. Master and carried.

RESOLVED:

That the Leicestershire Fire and Rescue Service Pay Policy Statement 2019-20 be approved.

58. Estates Review Update.

The CFA considered a report of the Chief Fire and Rescue Officer which gave a detailed overview of the estate and activities that were underway in aligning the Estates Review and the Integrated Risk Management Plan. This followed the request for a further report by the CFA at its meeting on 12 December 2018. A copy of the report, marked "Agenda Item 10", is filed with these minutes.

Arising from discussion, the following points were raised:

- i. The independent challenge referred to in the report would be carried out by Leicester City Council; the CFA confirmed that it was happy with this arrangement;
- ii. The non-operational estate included the Headquarters at Birstall, the Western Annex site at Leicestershire County Council and the five sites allocated for learning and development.

Councillor Master informed the CFA that he felt that it was important that there should be differentiation between the operational and non-operational estate and how each should be dealt with.

It was moved by Councillor K. Master, seconded by Mrs. B. Newton CC and carried that:

a) the CFA notes the contents of this report;

and

b) whilst the operational estate should be reviewed through the Integrated Risk Management Plan, the non-operational estate including support service accommodation should be reviewed separately and with an independent challenge, the outcome to be reported to the CFA at its meeting in June 2019.

RESOLVED:

That

a) the contents of the report be noted;

and

b) whilst the operational estate should be reviewed through the Integrated Risk Management Plan, the non-operational estate including support service accommodation should be reviewed separately and with an independent challenge, the outcome to be reported to the CFA at its meeting in June 2019.

59. Review of Provided Cars.

The CFA considered a report of the Chief Fire and Rescue Officer concerning the outcome of the review of 'provided cars' for officers, as was requested by the CFA at its meeting on 12 December 2018, and sought approval for the purchase of 'provided cars' for officers during 2019/20. A copy of the report, marked "Agenda Item 11", is filed with these minutes.

In response to questions, Members were informed that it was proposed to purchase diesel cars as the fuel was easier to store than petrol, and the Service had the appropriate storage facilities. Also, the Service had been identified by the Leicestershire Resilience Forum as the support for provision of fuel to emergency services partners should there be a fuel shortage.

An electric car was also being tested; it was recognised that this may be an option that was used more widely in the future once electric vehicles became more affordable. A mix of diesel and electric vans were currently used by Community Safety teams working in Leicester City.

The Chairman asked that it be recorded in the minutes that this had been a useful update.

The recommendation was moved by Mr. N. J. Rushton CC, seconded by Councillor K. Master and carried.

RESOLVED:

That:

- a) the outcome of the review of 'provided cars' for officers, and the vehicle scheme options presented within this report, be acknowledged;
- b) the 'Provided Vehicle' method is the preferred vehicle scheme to support operational response and business transportation needs, be agreed;
- c) the Capital Budget, as set out in Appendix A, is used to buy outright replacement vehicles during 2019-20, allowing the current vehicles that are subject to lease arrangements to be returned avoiding financial penalties, be approved;
- d) the Ford Kuga is selected as the preferred replacement vehicle for the Flexi Duty System (FDS) officers, be agreed.

60. Proposed Control Room Collaboration between Nottinghamshire Fire and Rescue Service and Derbyshire Fire and Rescue Service.

The CFA considered a report of the Chief Fire and Rescue Officer which provided further information on the proposed control room merger between Derbyshire and Nottinghamshire Fire and Rescue Services (NFRS and DFRS) and the implications of the proposal on the Leicestershire Fire and Rescue Service (LFRS). A copy of the report, marked "Agenda Item 12", is filed with these minutes.

Members were informed that the Chief Fire and Rescue Officer had held further discussions with NFRS and DFRS and had received assurance that LFRS would not be expected to undertake additional work; the new arrangement would have as big an impact on LFRS as was initially expected. In the event of the telephony failing at NFRS and DFRS control room, staff would physically transfer to LFRS. The Chief Fire and Rescue Officer had received assurance that any additional costs would not be borne by LFRS, but would be reimbursed. The CFA was concerned that the merger of NFRS and DFRS should not be detrimental to LFRS and asked that the Chief Fire and Rescue Officer make it clear to Nottinghamshire and Derbyshire FRS that LFRS would not bear any of the additional costs associated with the operation of the merger.

Regarding business continuity, the CFO informed members that the arrangement that was currently in place, pre-merger, was that the three control rooms operated as one, but in three locations; if one of the control rooms became inoperable or too busy, then calls were transferred automatically to the other two sites. Under the new proposals, staff from NFRS and DFRS would physically transfer to LFRS control room, but only if the telephony failed at their site. The CFO assured members that business continuity plans had addressed this, and identified the need to have alternative local arrangements in place while staff from NFRS and DFRS transferred to LFRS.

It was moved by Mr. N. J. Rushton CC and seconded by Councillor K. Master that:

The CFA notes:

- a. The Fire Control merger between Derbyshire FRS and Nottinghamshire FRS;

- b. That a future report will be presented to the CFA at its meeting in June 2019, but that Derbyshire and Nottinghamshire CFAs be informed that any additional costs falling on this CFA as a result of the merger will not be met;
- c. That the same report identifies best practice in the country in respect of emergency services collaboration on control rooms and other shared support services.

The motion was put and carried unanimously, 17 members voting for the motion and none voting against.

RESOLVED:

That:

- a. The Fire Control merger between Derbyshire FRS and Nottinghamshire FRS be noted;
- b. a future report be presented to the CFA at its meeting in June 2019, but that Derbyshire and Nottinghamshire CFAs be informed that any additional costs falling on this CFA as a result of the merger will not be met;
- c. the same report identifies best practice in the country in respect of emergency services collaboration on control rooms and other shared support services.

61. Integrated Risk Management Plan (IRMP) 2020-2024 Scope and Approach.

The CFA considered a report of the Chief Fire and Rescue Officer concerning the scope and approach for undertaking the 2020-2024 Integrated Risk Management Plan. A copy of the report, marked "Agenda Item 13", is filed with these minutes.

The Chairman proposed that a CFA member joins the IRMP Project Board and Project Board Executive; Mr. D. Harrison CC and Councillor Sue Barton volunteered to attend the meetings; with the requirement to have only one of them in attendance.

Members were informed that there would be a robust evaluation of each of the milestones set out in paragraph 9 of the report; each milestone needed to be achieved before the project moved forward to the next stage.

It was moved by Mr. N. J. Rushton CC, seconded by Councillor K. Master and carried that:

- a) the CFA approve the scope (paragraph 7) and approach (paragraph 8) set out within the report;
- b) but it is made clear that at every stage the Integrated Risk Management Plan has to be delivered within the Medium Term Financial Plan.

RESOLVED:

That:

- a) the CFA approve the scope (paragraph 7) and approach (paragraph 8) set out within the report;
- b) but it is made clear that at every stage the Integrated Risk Management Plan has to be delivered within the Medium Term Financial Plan.

62. Service Delivery Update.

The CFA considered a report of the Chief Fire and Rescue Officer which highlighted the key service delivery matters since the CFA meeting held on 12 December 2018. A copy of the report, marked "Agenda Item 14", is filed with these minutes.

The recommendation was moved by Mr. N. J. Rushton, seconded by Councillor K. Master and carried.

RESOLVED:

That the report on the Service Delivery update for the period 12 December 2018 to 6 February 2019 be noted.

63. Planning for a "No Deal" EU Exit.

The CFA considered a report of the Chief Fire and Rescue Officer concerning the local arrangements and in-service planning for a "No Deal" EU exit scenario. A copy of the report, marked "Agenda Item 15", is filed with these minutes.

Arising from discussion, the following points were raised:

- i. Once the exit from the EU had taken place, the Service would be expected to complete a template, daily for a six-week period, and submit it to central government, informing of any impacts on service delivery. It was expected that this would place an additional burden on LFRS; the additional funding supplied to unitary and district councils for this purpose was not available to fire and rescue services. The CFA asked that, should additional costs be identified, that the CFO approach the Chairman and Vice Chairman so that resources could be made available;
- ii. It was unclear whether the requirement to report to central government applied to all exit scenarios, or just a "No Deal" EU exit;
- iii. Completion of the daily report would be completed by various staff; the task would be too onerous for only one person to complete, daily for six weeks.

The recommendation was moved by Mr. N. J. Rushton, seconded by Councillor K. Master and carried.

RESOLVED:

That

- a) the local arrangements and in-service planning for a “No Deal” EU exit scenario be noted;
- b) should the reporting to government present additional costs to LFRS, that the CFO approach the Chairman and Vice Chairman so that resources could be made available.

64. Secondment arrangements for Assistant Chief Fire Officer - Director of Service Delivery.

The CFA considered a report of the Chief Fire and Rescue Officer concerning the secondment agreement made between Leicestershire Fire and Rescue Service and North Yorkshire Fire and Rescue Service for the current Assistant Chief Fire and Rescue Officer – Director of Service Delivery. A copy of the report, marked “Agenda Item 16”, is filed with these minutes.

RESOLVED:

That the report on the secondment agreement between Leicestershire Fire and Rescue Service and North Yorkshire Fire and Rescue Service for the current Assistant Chief Fire and Rescue Officer – Director of Service Delivery be acknowledged.

65. Calendar of Meetings 2019-20.

The CFA considered a report of the Solicitor and Monitoring Officer concerning the proposed dates for meetings of the Combined Fire Authority, the Corporate Governance Committee and the Local Pension Board for 2019-20 (as set out in Appendix 1 of the report). A copy of the report, marked “Agenda Item 17”, is filed with these minutes.

It was moved by Mr. N. J. Rushton CC, seconded by Mrs. B. Newton CC and carried.

RESOLVED:

That the calendar of meetings of the Combined Fire Authority, the Corporate Governance Committee and the Local Pension Board for 2019-20 (as set out in Appendix 1 of the report) be approved.

66. Date of Next Meeting.

The next meeting of the Combined Fire Authority will be held on Wednesday 19 June 2019 at 10am at Fire Service Headquarters, Birstall.