



**NOTTINGHAMSHIRE**  
**Fire & Rescue Service**  
*Creating Safer Communities*

Nottinghamshire and City of Nottingham  
Fire and Rescue Authority

# COMMITTEE OUTCOMES

Report of the Chief Fire Officer

**Date:** 20 December 2019

**Purpose of Report:**

To report to Members the business and actions of the Fire Authority committee meetings which took place in October and November 2019.

**Recommendations:**

That Members note the contents of this report.

## CONTACT OFFICER

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Chief Fire Officer

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## **1. BACKGROUND**

As part of the revised governance arrangements the Authority has delegated key responsibilities to specific committees of the Authority. As part of those delegated responsibilities, the chairs of committees and the management leads report to the Authority on the business and actions as agreed at Fire and Rescue Authority meeting on 1 June 2007.

## **2. REPORT**

The minutes of the following meetings are attached at Appendix A for the information of all Fire Authority Members:

Community Safety Committee	04 October 2019
Finance and Resources Committee	11 October 2019
Human Resources Committee	18 October 2019
Policy and Strategy Committee	08 November 2019

## **3. FINANCIAL IMPLICATIONS**

All financial implications were considered as part of the original reports submitted to the committees.

## **4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS**

All human resources and learning and development implications were considered as part of the original reports submitted to the committees.

## **5. EQUALITIES IMPLICATIONS**

An equality impact assessment has not been undertaken because this report is not associated with a policy, function or service. Its purpose is to update the Fire Authority on the outcomes of committee business.

## **6. CRIME AND DISORDER IMPLICATIONS**

There are no crime and disorder implications arising from this report.

## **7. LEGAL IMPLICATIONS**

There are no legal implications arising directly from this report.

## **8. RISK MANAGEMENT IMPLICATIONS**

The Service's performance in relation to matters addressed through the committee structure is scrutinised through a range of audit processes. The Service needs to continue to perform well in these areas as external scrutiny through Comprehensive Performance Assessment and auditors' judgement is key to future Service delivery.

## **9. COLLABORATION IMPLICATIONS**

There are no collaboration implications arising from this report, as the report seeks to provide Members with an update on the business and actions of Fire Authority committee meetings which have taken place in the last quarter.

## **10. RECOMMENDATIONS**

That Members note the contents of this report.

## **11. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)**

None.

John Buckley  
**CHIEF FIRE OFFICER**



**NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM  
FIRE AND RESCUE AUTHORITY**

**NOTTINGHAMSHIRE & CITY OF NOTTINGHAM FIRE & RESCUE AUTHORITY -  
COMMUNITY SAFETY**

**MINUTES of the meeting held at Fire and Rescue Service Headquarters,  
Bestwood Lodge, Arnold, Nottingham, NG5 8PD on 4 October 2019 from 10.00  
am - 10.45 am**

**Membership**

Present

Councillor Nick Raine (Chair)  
Councillor Gul Nawaz Khan  
Councillor Parry Tsimbiridis  
Councillor Stuart Wallace  
Councillor Jason Zadrozny

Absent

Councillor Sue Saddington,  
Substituted by Councillor Vaughan  
Hopewell

Councillor Vaughan Hopewell  
(Substitute for Councillor Sue  
Saddington)

**Colleagues, partners and others in attendance:**

Craig Parkin - Deputy Chief Fire Officer  
Damian West - Area Manager  
Phil Wye - Governance Officer

**6 APOLOGIES FOR ABSENCE**

None.

**7 DECLARATIONS OF INTERESTS**

None.

**8 MINUTES**

The minutes of the meeting held on 21 June 2019 were confirmed as a correct record and signed by the Chair.

## **9 SERVICE DELIVERY PERFORMANCE UPDATE**

Craig Parkin, Deputy Chief Fire Officer, presented the report which informs the Committee of the performance of the Service Delivery directorate between 1 April and 30 June 2019, with contributions from Damian West.

- (a) a total of 2628 incidents were attended by Nottingham Fire and Rescue Service between 1 April and 30 June 2019, which is a decrease of 216 incidents during the same period in 2018;
- (b) an increase in secondary fires of 69 has been recorded as well as 3 fatalities where none were recorded the previous year. Fatalities are always followed up by Fatal Fire Reviews to identify any learning;
- (c) the Authority would like to improve its work on Road Safety and intends to report on this at the next meeting. A joint meeting is planned with key partners to discuss improving a more joined up approach;
- (d) On-call availability has improved and improvement is being maintained. The figures are lower for Southwell, Collingham and Eastwood, due in part to sickness absence and annual leave;
- (e) over the summer period the Service was deployed in support of flooding in Lincolnshire and the Major Incident at Whaley Bridge in Derbyshire;
- (f) the Service delivers an annual exercise training programme which enables crews to train and practice essential skills. To date this year 8 exercises have taken place, with a total of 26 planned;
- (g) 1474 Safe and Well Visits have during the period of 1 April to 30 June, including 5 specialist alarms for deaf people;
- (h) a Data & Intelligence Community Engagement (DICE) event took place in Aslockton and Whatton in June to improve smoke alarm ownership. 627 properties were visited and over 250 smoke alarms were fitted. Approximately 40% of properties were found to have inadequate or no smoke detection;
- (i) members of the Prevention Team have delivered the first of the Service's Safety Zone initiatives aimed at Year Five and Year Six pupils across the north of the county, at Ranby School;
- (j) the Service is reviewing how SWVs are delivered to ensure that the best value for money is achieved. This will include a review of the current commissioned services provided through Framework and Age UK;
- (k) the Protection Team have recently engaged with the High Speed 2 project in order to provide guidance and assurance in relation to proposed tunnels in Nottinghamshire;
- (l) initial meetings have taken place with Nottinghamshire Police to discuss greater collaboration between the Fire Investigation Team and the Crime Scene

Investigation team;

- (m) a Safer Communities strategy is currently being completed that will outline the work that the Prevention and Protection teams will complete in order to achieve the Service's vision. This will be delivered to the Committee in January 2020;
- (n) the Joint Inspection Team in Merseyside was recently visited to understand any learning that can be used within the Service and City team;
- (o) Home Office statistics show an increase in incidents in Nottinghamshire of 6% between 2017/18 and 2018/19. This increase was mostly due to an increase in secondary fires;
- (p) Collaboration with East Midlands Ambulance Service has seen an increase in operational crews responding to assist entry to premises, whereas the cessation of Emergency First Responding by wholetime crews has resulted in a significant reduction of this incident type.

The following responses were provided in response to questions of the Committee:

- (q) when the Service supports incidents such as flooding events, host services coordinate accommodation where appropriate. Crews are well looked after and rotated;
- (r) members of the public can request a visit from the Service to check their home for safety and receive a free smoke alarm if required through a Safe and Well Visit;
- (s) DICE events target a variety of areas, covering privately owned, privately rented and council rented accommodation.

**RESOLVED to note the report.**



**NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM  
FIRE AND RESCUE AUTHORITY**

**FINANCE AND RESOURCES COMMITTEE**

**MINUTES of the meeting held at Nottinghamshire Fire and Rescue Service HQ,  
Bestwood Lodge Drive, Arnold, Nottingham, NG5 8PD on 11 October 2019 from  
10:01am to 10:29am**

**Membership**

Present

Councillor John Clarke (Chair)  
Councillor Toby Neal  
Councillor Mike Quigley MBE  
Councillor Nick Raine

Absent

Councillor Andrew Brown

Councillor Jonathan Wheeler  
(Substitute for Councillor Andrew  
Brown)

**Colleagues, partners and others in attendance:**

Leila Henry - Head of Corporate Support  
Adrian Mann - Governance Officer  
Ian Pritchard - Assistant Chief Officer  
Becky Smeathers - Head of Finance

**10 APOLOGIES FOR ABSENCE**

Councillor Andrew Brown

**11 DECLARATIONS OF INTERESTS**

None.

**12 MINUTES**

The Committee confirmed the minutes of the meeting held on 28 June 2019 as a correct record and they were signed by the Chair.

**13 REVENUE, CAPITAL AND PRUDENTIAL CODE MONITORING TO 31 AUGUST 2019**

Becky Smeathers, Head of Finance, presented a report on the financial performance of the Service during the 2019/20 financial year, to the end of August 2019. The following points were discussed:

- (a) the current underspend remains at £1.1million. This is because the day-crewing project was delivered on time and did not require its £200,000 contingency; payments of £647,000 for the Joint Control Room merger and the planned closure of the Prince's Trust Programme were ultimately accounted for in the 2018/19 financial year (rather than in 2019/20, as initially anticipated); and the Service received £672,000 to compensate for loss of income from National Non-Domestic Rates caused by Government policy, which was £233,000 above the estimate figure used in the budget;
- (b) it is proposed to allocate the £200,000 day-crewing project contingency budget to cover over-time pay in whole-time roles, where additional cover has been required due to long-term sickness. In addition, some senior vacancies – which, traditionally, are uniformed roles – have been filled by non-uniformed members of staff on a temporary basis. As uniformed and non-uniformed staff roles are budgeted separately, it is proposed to re-balance the budgets to reflect the positions that they have been funding;
- (c) the overall on-call pay budget is expected to be underspent by £214,000. This is due to a reduction in the number of planned recruitment courses and a lower numbers of on-call staff than was included in the budget. It is proposed that £35,000 of the underspend is allocated to on-call pension provision, where an overspend is anticipated due to the new rates announced in March. A further allocation of £65,000 is proposed towards on-call community safety work, which was identified as a priority in the Strategic Plan and an area requiring improvement in the recent Service inspection;
- (d) the General Reserve is predicted to be £5.5million at the end of the financial year, with an anticipated spend from earmarked reserves of £429,000 towards planned expenditure. The reserves will remain above the required minimum level of £3.9million;
- (e) capital programme spending to date is £425,000. A number of small ICT schemes are progressing well, but a review of the Tri Service Project is necessary following the creation of the Joint Control Centre with Derbyshire Fire and Rescue Service. Expenditure may be delayed into 2020/21 for this project. The new hose and storage drums have been delivered and installation is underway. The upgraded breathing apparatus communication equipment has been delayed to allow more time for thorough testing. As such, it may be possible to bring forward the upcoming project to update fire helmets, to align the two projects. The installation of new CCTV in vehicles is ready to commence but, due to the £330,000 cost, a full European Union procurement exercise is required, which will delay expenditure until 2020/21;

- (f) the initial work for a new Worksop Fire Station is currently on hold as the East Midlands Ambulance Service has indicated that it may need to withdraw from the project due to a review of its operational model;
- (g) the cost of fuel remains a concern for the Service and a contingency sum is held within reserves in case of emergency;
- (h) in terms of Prudential Code Monitoring, total borrowing at the end of August 2019 was within the operational and authorised limits, at £25.6million. There has been no borrowing activity since the start of the financial year. All current loans are on fixed-interest terms.

**RESOLVED to:**

- (1) approve the reallocation of the unneeded £200,000 whole-time pay budget to cover overtime pay in whole-time roles, where additional cover has been required due to long-term sickness;**
- (2) approve the reallocation of £205,000 between the uniformed and non-uniformed staff budgets, where some senior vacancies have been filled on a temporary basis by non-uniformed members of staff;**
- (3) approve the reallocation of £35,000 from the underspend in the overall on-call drills and training budget to on-call pension provision, where an overspend is anticipated due to the new superannuation rates announced in March;**
- (4) approve the reallocation of £65,000 from the underspend in the on-call drills and training budget towards on-call community safety work, which has been identified as a priority in the Strategic Plan and an area requiring improvement in the recent Service inspection;**
- (5) reinstate the £22,000 budget for the conversion of hose reel equipment into the 2019/20 capital programme;**
- (6) approve the slippage of the £313,000 capital expenditure for new CCTV in vehicles to the 2020/21 budget.**

**14 CORPORATE RISK MANAGEMENT**

Leila Henry, Head of Corporate Support, presented a report on the corporate risk management process and the current version of the Corporate Risk Register. The following points were discussed:

- (a) the four highest risks in the Register are the use of vehicles on Service business; the mobilisation process; health, safety and welfare; and working at height;
- (b) mobilisation processes have been reviewed to take account of changes following the implementation of Joint Fire Control. Additional governance and oversight, together with the development and testing of business continuity arrangements, has been put in place to ensure that there is no overall change to the risk rating.

Due to a recent issue with ladders in the Service and a couple of serious incidents nationally, the risks relating to working at height are being managed closely and actively. All ladders on engines are serviced every twelve weeks. Where necessary, stations that have new risks in their areas, such as building sites with construction cranes, will assess these risks and ensure that firefighters are adequately trained to deal with them;

- (c) agency reporting and a multi-agency planning structure is in place through the Local Resilience Forum for the UK's exit from membership of the European Union. The Service has business continuity arrangements in place to deal with a range of eventualities but, given the high levels of uncertainty, an £800,000 contingency has been included in the General Fund Reserve.

## **15 MANAGEMENT OF OCCUPATIONAL ROAD RISK**

Leila Henry, Head of Corporate Support, presented a report on the management of occupational road risk, which is a major risk area on the Corporate Risk Register. The following points were discussed:

- (a) the previous vehicle insurer declined to renew its policy with the Service due to a number of recent, high-cost claims. As a result, the 2019/20 Road Risk Action Plan has been updated with new actions following recommendations from the Fleet Risk Review Report 2019, which was completed by the Service's new vehicle insurers;
- (b) the focus of the Action Plan is on developing driver skills and behaviours, with the aim of reducing the frequency of slow-speed manoeuvring accidents. These actions are in addition to the Service's routine driver training and other fleet management activities. In addition to the work outlined in the Action Plan, Nottingham Trent University has provided the Service with four driver training packages to supplement the existing driver training in hazard perception. These have been incorporated in the Service's e-learning system. Where appropriate, knowledge and best-practice sharing arrangements are in place with Derbyshire and Leicestershire Fire and Rescue Services, and with Nottinghamshire Police;
- (c) it is anticipated that recruitment to a vacant post within the Service's Driver Training Team will be completed by January 2020, to provide the necessary resource to enable completion of the outstanding actions in the Action Plan;
- (d) the planned improvement to CCTV systems on fire engines will also improve driver safety and allow for remote access to the camera footage;
- (e) following the introduction of these measures, a full performance report will be brought to the next meeting of the Committee to set out the improvements made and to close the two outstanding items in the Road Risk Action Plan.

## **16 EXCLUSION OF THE PUBLIC**

**RESOLVED to exclude the public from the meeting during consideration of the remaining item in accordance with Section 100A of the Local Government Act 1972, under Schedule 12A, Part 1, Paragraph 3, on the basis that, having regard**

**to all the circumstances, the public interest in maintaining an exemption outweighs the public interest in disclosing the information.**

**17 EXEMPT MINUTES**

The Committee confirmed the exempt minutes of the meeting held on 28 June 2019 as a correct record and they were signed by the Chair.



**NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM  
FIRE AND RESCUE AUTHORITY**

**HUMAN RESOURCES COMMITTEE**

**MINUTES of the meeting held at Nottinghamshire Fire and Rescue Service HQ,  
Bestwood Lodge Drive, Arnold, Nottingham, NG5 8PD on 18 October 2019 from  
10:00am to 11:21am**

**Membership**

<u>Present</u>	<u>Absent</u>
Councillor Shuguftah Quddoos (Chair	None
Councillor Vaughan Hopewell	
Councillor Jawaid Khalil	
Councillor John Longdon	
Councillor Salma Mumtaz	

**Colleagues, partners and others in attendance:**

Tracy Crump	- Head of People and Organisational Development
Adrian Mann	- Governance Officer
Craig Parkin	- Deputy Chief Fire Officer

**9 APOLOGIES FOR ABSENCE**

None.

**10 DECLARATIONS OF INTERESTS**

None.

**11 MINUTES**

The Committee confirmed the minutes of the meeting held on 5 July 2019 as a correct record and they were signed by the Chair.

**12 HUMAN RESOURCES UPDATE**

Tracy Crump, Head of People and Organisational Development, presented a report on the key Human Resources metrics for the period 1 July 2019 to 30 September 2019. The following points were discussed:

- (a) the current absence reporting period is 1 April 2019 to 30 June 2019. The absence rates across the workforce, excluding On-Call employees, increased over the period by 245 days (19.3%), which represents an increase compared to the same quarter of the previous year of 344 days (29.4%). Long-term absence (more than 28 days) constitutes 67.6% of the total absence during the period so, although fewer people have been off sick overall, the long-term absences have resulted in more shifts being lost than in the previous quarter. Nationally, the Service ranked 24th of 30 in terms of sickness days per employee for the period, and it was above the sector sickness average of 2.15 days per employee. Steps have been taken to explore the reasons behind this usually high period of sickness and to improve the situation, and sickness absence is now falling again;
- (b) most long-term absences are due to musculoskeletal and mental health conditions. When a member of staff first reports sickness absence, information is made available to them on the full range of support available if needed, including referral to the in-house Occupational Health team. Independent, confidential support is also available to cover a wide range of employee issues in both work and home life. The employee assistance programme means that staff can be referred to an appropriate care scheme through Occupational Health, or be put in touch with other specialist support that they might need. Each case is considered on its own merits to achieve the balance of supporting staff, while giving employees sufficient space to seek support when they are ready;
- (c) letters can be sent to members of staff to thank them for long periods of service without sickness absence. However, the Service exercises a fine balance, so as not to encourage staff to work when they are sick and need rest;
- (d) managers are able to complete stress risk assessments, though not all stress exhibited by staff is due to their work life. Work-related physical injuries are monitored closely, as they can also lead to mental health conditions in some cases. There are different support requirements for uniform and support staff, who are made up of different demographics of people and have very different working environments, so this is taken into account by managers;
- (e) managers look for patterns in leave and sickness absence to help inform their actions, as their primary concern is employee health. It does not appear that staff often take annual leave to mask a sickness absence. Staff can self-refer to Occupational Health and are not obliged to specify reasons for sickness for periods not requiring a doctor's note, but they may be referred to Occupational Health for a confidential discussion if they are off regularly for unspecified reasons. On returning from a longer period of sickness, managers will carry out return to work interviews, to make sure that the right support processes are in place;
- (f) there are three staff in the Occupational Health team, with a doctor who visits through a contract arrangement. Although the team are based at headquarters, they visit stations, teams and on-call stations to raise awareness of how staff can engage with them. There are workforce physical trainers and physiotherapist support is also available, and there is also staff access to support services from the Fire Fighters Charity;

- (g) the Service continues to develop its inclusion and culture change (including initiatives to create more openness about mental health), and disciplinary and grievance figures for the period are very low. Contacts are available to staff who want to seek confidential support, and tools such as the 'Resilient Me' app have been produced. The recent inspection of the Service concluded that good measures for employee health and wellbeing were in place, but an overall strategy document is needed to draw all of the strands together;
- (h) there have been recent changes to the staffing establishment, with the reduction of Control Staff through collaboration with Derbyshire Fire and Rescue Service on the Joint Control Centre. Work will continue to try to recruit more On-Call staff, where shortages are a national issue. In total, 23 staff have left (8 Whole-Time, 4 On-Call, 10 Support and 1 Dual Contractor) and 21 have started in the period, resulting in an actual workforce figure of 865;
- (i) work has been carried out to address the targets for improvement set out by the recent inspection of the Service, in the areas of staff support, training, leadership development and the embedding of organisational values through people strategies, policies and procedures. A training plan is in place to support the workforce plan, and measures have been taken to better address accurate recording. Communications will be reviewed to enhance staff's understanding of positive action;
- (j) the personal development process is being reviewed to better link this to the departmental and strategic plans. Progression procedures have also been reviewed, and it is made clear that all appointment processes are inclusive, fair and equitable. Briefing sessions are held with staff to explain fully how the internal promotion system operates. Leadership development pathways and talent-spotting processes are in place, but any formal high-potential development scheme would need to be developed on a wider scale than a single service. However, a voluntary Aspiring Leadership Programme has been in place for three years, with learning modules, coaching and strength profiling, and it is intend to develop a further 'Aspiring Station Manager' initiative;
- (k) these new initiatives are vital in taking positive action to address representative imbalances in the workforce by targeting under-represented groups and building confidence. There is an increasing number of women and ethnic minority fire fighter trainees, which will help to develop culture change as they move through the organisation, and it is hoped that the Service will be able to continue to recruit over the next few years;
- (l) the Committee recommended that, although a formal Equality Impact Assessment was not required in support of the current report's recommendations, the standard text of the 'Equalities Implications' section of future reports could be worded slightly differently, to reflect the ongoing work in the Service to improve equality and representation within the workforce.

### **13 WORKFORCE PLAN 2019-21**

Tracy Crump, Head of People and Organisational Development, presented a report on the review of the Workforce Plan for 2018-19 and the updated plan for 2019-21. The following points were discussed:

- (a) the plan looks two years ahead to identify potential impacts on the workforce and associated planning decisions, and is reviewed on an annual basis. Although the staffing establishment figure has now decreased, the reduction will be achieved gradually through natural turnover;
- (b) the final cohort of fire fighter recruits from the latest recruitment process are now in training. Fire fighter recruitment is likely to resume in 2021, with positive action and engagement in preparation for this starting in 2020. Focused work continues to increase the pool of On-Call fire fighters, with recruitment and retention a national, ongoing issue;
- (c) there will be a number of retirements at supervisory level over the next two years, with the potential retirement of 15 Crew and Watch Managers needed before April 2021. This will be addressed through in-house progression and development programmes, and external in-role transfers. The raising of the normal retirement age and pension scheme changes will result in an increasing age profile for the workforce. The potential impacts of this will be considered to inform measures on planning for future issues, including the implications for occupational health and fitness, equipment and training;
- (d) increasing collaboration will have an impact on the workforce, and this includes the now-established Joint Control Centre with the Derbyshire Fire and Rescue Service and the project to move the Service into a joint headquarters with Nottinghamshire Police at the end of 2021;
- (e) the need to make the workforce more representative and diverse is a continuing priority for the Service, with the aim of improving the current workforce profile to better reflect the local population, recognising the limited recruitment opportunities in recent years. Targeted positive action measures will continue to be used, and the Service will also use service delivery activities as opportunities to engage with local communities about a career with the Fire Service, and to promote the Service more widely;
- (f) the Committee acknowledged the extremely positive work that has resulted in the increase of female and ethnic minority employees in operational roles, and the fact that the Authority was shortlisted for a national diversity award.

### **14 EXCLUSION OF THE PUBLIC**

**RESOLVED to exclude the public from the meeting during consideration of the remaining item in accordance with Section 100A of the Local Government Act 1972, under Schedule 12A, Part 1, Paragraphs 1 and 3, on the basis that, having regard to all the circumstances, the public interest in maintaining an exemption outweighs the public interest in disclosing the information.**

**15 EXEMPT MINUTES**

The Committee confirmed the exempt minutes of the meeting held on 5 July 2019 as a correct record and they were signed by the Chair.

**16 REGRADING OF POSTS**

Craig Parkin, Deputy Chief Fire Officer, presented a report on the outcomes arising from the job evaluation process for two non-uniformed roles.

The Committee noted the report.



**NOTTINGHAMSHIRE & CITY OF NOTTINGHAM FIRE & RESCUE AUTHORITY  
POLICY & STRATEGY COMMITTEE**

**MINUTES of the meeting held at Fire and Rescue Services HQ, Bestwood Lodge,  
Arnold Nottingham NG5 8PD on 8 November 2019 from 10.03 am - 10.55 am**

**Membership**

Present

Councillor Michael Payne (Chair)  
Councillor Andrew Brown  
Councillor Jonathan Wheeler  
Councillor Sybil Fielding (minutes 12 and 13 inclusive)  
Councillor John Clarke  
Councillor Toby Neal (minutes 12 and 13 inclusive)

Absent

**Colleagues, partners and others in attendance:**

John Buckley - Chief Fire Officer  
Charlotte Radford - Treasurer to the Authority  
Becky Smeathers - Head of Finance  
Malcolm Townroe - Clerk and Monitoring Officer to the Authority  
Catherine Ziane-Pryor - Governance Officer

**9 APOLOGIES FOR ABSENCE**

Councillors Toby Neal and Sybil Fielding for slight lateness due to exceptionally heavy traffic.

**10 DECLARATIONS OF INTERESTS**

John Buckley, Chief Fire Officer, declared a personal interest in agenda item 4, (minute 12), Principal Officer Pay Review, in so much as it impacted directly on him. John Buckley withdrew from the meeting prior to consideration of the item and only returned once the item has concluded.

**11 MINUTES**

The minutes of the meeting held on 12 July 2019 were confirmed to true record and signed by the Chair.

## **12 PRINCIPAL OFFICER PAY REVIEW**

Having declared an interest under minute 10, prior to the Committee's consideration of the item, John Buckley, Chief Fire Officer withdrew from the room and did not return until the item was concluded.

Malcolm Townroe, Clerk to the Authority, presented the joint report of the Clerk and Treasurer, summarising that the pay review takes place every two years and is compared to the Chief Fire Officer base salary of 18 similar Fire and Rescue Services nationally. To date the Committee and Authority have been satisfied that the current pay figure, which is within the median of the pay scale, is appropriate.

Members of the Committee commented as follows:

- (a) given the level of responsibility and the important and far-reaching work undertaken by the Chief Fire Officer, it is appropriate for principal pay to remain at the current level, slightly above the median;
- (b) even with consideration of the impact of austerity on the Service, continuation of the current pay level is agreeable.

With the range in Chief Fire Officer pay between £119,748 and £164,020, members of the committee requested further information in future reports on the make-up and responsibilities of the Services listed, to better enable a comparison with NFRS.

**RESOLVED for the recommendation to be submitted to the next Fire and Rescue Authority meeting to agree continuation at the current Principal Officer Pay Level, as of 1 January 2020.**

## **13 COLLABORATION UPDATE**

John Buckley, Chief Fire Officer, presented the report which provides a formal update on collaboration taking place across the Service. Becky Smeathers, Head of Finance and attendee of the Joint Headquarters Project Management Board, also contributed.

The following points were highlighted:

Joint Control Centre. There have been a few teething issues and the transition period is ongoing, but overall it is working well. There are still differences between the way that Derbyshire and Nottinghamshire Fire Services operate, but these are being aligned to best practice with both services working closely to achieve this. It is anticipated that both services will be operating on the same airwave channel by 2022. Overnight flooding in areas across the region have stretched Services but all continue to work well.

Joint Headquarters. Progress is awaiting news on planning permission being granted pending the outcome of a safety review of the A60/ Burntstump Hill junction. Dependent on the findings and if any works are recommended, there may be an additional charge to cover or contribute towards the costs of works. Ian Prichard, Assistant Chief Officer, continues to meet regularly with Police colleagues.

Highfields Fire Station. Police colleagues are now established on site.

West Bridgford Police and Fire Station. It is anticipated that the planning permission required for some adaptations, will be achieved in the New Year.

Hucknall Joint Emergency Services Hub. Work is ongoing but once complete the site of the Hucknall Fire Station will be released.

Joint learning and development. An external provider is being sought for the ILM L5 certificate in management, which will also be accessed by police colleagues. Joint mentoring programs are also being explored. The Fire Service Training Houses at Carlton and Retford Fire Stations are being used regularly for Police training.

Prevention. The joint prevention strategy is being produced with police colleagues including a reinvigorated Road Safety Prevention Strategy, and potentially a Joint Specialist Home Safety Team.

Joint Police and Fire Cadets Programme. One course has been completed and the next is due to start shortly. It is hoped that the cadets programme will appeal to some of the young people who may previously have accessed the Prince's Trust scheme.

Emergency Planning and Resilience. An agreement is now in place allowing the police to access NFRS fuel bunkers. The cost of fuel is recharged, but with a larger volume required a lower price has been achieved and there is a contribution towards bunker maintenance. NFRS has access to two police drones and pilots, which will prove valuable in assessing incident sites.

Access to fire stations for welfare. Police officers now have access to fire stations for rest facilities.

Fire investigation and crime scene investigation (CSI) co-location. It is proposed that to improve information intelligence sharing, NFRS will co-locate with police investigation colleagues at Sherwood Lodge, prior to occupying the joint headquarters. New legislation has been introduced regarding evidence, which the police already comply with, and so will be able to support the fire service in submitting robust evidence acceptable in court.

The following responses were provided to questions from committee members:

- (a) Once the joint emergency services hub at Hucknall is operational, the potential options for the use or disposal of the current Hucknall Fire Station site will be brought to the Finance and Resources Committee for further consideration;
- (b) there have been changes to the apprenticeship levy whereby there may be potential for the cost of some team training courses, such as ILM, to be offset against the levy. The suggestion from a member of the Committee that further collaboration with the County Council may be mutually beneficial will be followed up. Once roles have been accredited, clarification will be provided to members of the Authority;
- (c) The vulnerable people referred to as a focus for the Specialist Home Safety Team include those with mental health issues, alcoholism, living alone and sometimes elderly. It has become apparent that in addition to the shared safeguarding social care element, that Police and Community Protection are also attempting to support these

people with safety and crime prevention advice, so it is of mutual benefit to work together and ensure the first contact with these people really counts and can promptly resolve and address any issues identified. The recent Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) report highlighted that the Service needed to increase its home safety presence within the community and target the most vulnerable. However, the Service does not hold the data required to achieve this, so working with partner agencies which maintain such quality data is essential. In addition agencies may assist with tracking the outcomes of such prevention activity;

- (d) A small number of staff are still wary of some elements of collaboration with the Police, including moving to a shared headquarters site, but joint work is ongoing to address this and the majority of staff are engaging well. There is a whole work stream focusing on bringing the two very different cultures together with an understanding and appreciation of each other. To ease the transition to the new headquarters, it is likely that all Police staff will be moved to different areas within the site and at the same time that the Fire Service moves in, to help lessen any tensions regarding perceived ownership;
- (e) With the current severe overnight flooding issues in Worksop, more than 200 properties have been affected and approximately 60 firefighters are deployed within the area, which the Police have declared as a major incident. Partner agencies have requested support but due to capacity and officers working around the clock, requests have unfortunately had to be refused;
- (f) The highways review of the A60 junction and the additional traffic resulting from the joint headquarters, can only be considered as beneficial, but in the spirit of prevention, safety should not be judged by the number of fatalities, but by the ability to prevent incidents and injury.

Members of the Committee commended the excellent work of all staff in ensuring the success of collaboration, including the operation of the Joint Control Centre, particularly during recent incidents of high demand such as flooding, and suggested that a press release to ensure citizens, MPs and the LGA are aware of the positive collaboration work being achieved in the Service, particularly following the negative reporting against the fire crews and individual officers who attended the Grenfell Tower incident.

It was requested by members of the Committee that:

- (i) A Joint Fire and Police Cadets Programme is also operated in the north of the county;
- (ii) With regard to the current Hucknall Fire Station site, disposal includes consideration for achieving a long-term income.

**RESOLVED to note the update and prepare a press release on the positive achievements of collaborative working.**