

**YORKSHIRE AND HUMBERSIDE REGIONAL FIRE AUTHORITIES'  
REGIONAL MANAGEMENT BOARD**

**MEETING HELD ON THURSDAY 7 APRIL 2005 AT  
THE NORTH YORKSHIRE FIRE AND RESCUE SERVICE TRAINING CENTRE**

Present: **HUMBERSIDE FIRE AUTHORITY**

Councillor D G Barkworth (Chair)  
Councillor C Randall  
Mr K Marshall  
Mr F Duffield  
Mr Hall

**NORTH YORKSHIRE FIRE AND RESCUE AUTHORITY**

Councillor J Morley  
Councillor G Rennie  
Mr E Clark  
Mr N Hutchinson  
Mr C Anderson

**SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY**

Councillor J Andrews  
Councillor J Bird  
Councillor M Cuthbert (as substitute for Councillor P Scriven)  
Mr M Smitherman  
Mr C Bryce  
Mr D Cutting

**WEST YORKSHIRE FIRE AUTHORITY**

Councillor P M Harrand (as substitute for Councillor R Light)  
Councillor G P Kirkland  
Councillor D Travis  
Mr P Toase  
Mr K Arbuthnot  
Mr I Gilchrist

Secretariat: Mr M G Barnes  
Mrs N Houseman

Treasurer: Mr M Price

**59 APOLOGIES FOR ABSENCE**

Councillor P Scriven – South Yorkshire Fire and Rescue Authority  
Councillor R Light – West Yorkshire Fire Authority

## **60 MINUTES OF PREVIOUS MEETINGS**

### **RESOLVED**

- (i) That the Minutes of the Board at a meeting held on 13 January 2005 be signed by the Chair as a correct record; and
- (ii) That, subject to an amendment to resolution (i) of Minute no. 58 as follows the Minutes of the Board at a meeting held on 20 January 2005 be signed by the Chair as a correct record.

“That the Office of the Deputy Prime Minister (ODPM) be advised that the Yorkshire and Humberside Fire Authorities’ Regional Management Board (RMB) does support the principle of modernisation”.

## **61 URGENT ITEM**

Councillor Rennie raised the issue of regular general update reports from each constituent Brigade on areas of interest not directly related to the six strategic functions of the Regional Management Board. These may include Integrated Risk Management Planning, Integrated Personal Development Systems and Comprehensive Performance Assessment.

### **RESOLVED**

That this matter be discussed at the next meeting of the Officer Programme Management Group and reported back to the July meeting of the Regional Management Board.

## **62 ADMISSION OF THE PUBLIC**

The meeting determined that there were no items which necessitated the exclusion of the public.

## **63 DECLARATIONS OF INTEREST**

There were no declarations of interest made in any matter under consideration at the meeting.

## **64 STRATEGIC FUNCTIONS UPDATE**

### **(i) Resilience**

The Director of Operations with West Yorkshire Fire and Rescue Service submitted a report which updated Members with regard to progress with resilience matters since the date of the last meeting.

Members were advised of progress in the following key areas;

- New Dimension Programme funding – confirmation had now been received that each constituent authority could make their own funding arrangements under Section 31 of the Local Government Act (LGA) 2003.
- Unidentified Substance Incidents – West Yorkshire had now taken delivery of the equipment and was working towards the establishment of procedures to enable the equipment to become operational
- Urban Search and Rescue (USAR) – West Yorkshire had taken delivery of the first prime mover and Section 31 (LGA 2003) funding had enabled arrangement for crewing to be commenced
- Water – High Volume Pumping (HVP) – a high volume pump would soon become operational in North Yorkshire and further units may be deployed to the region in the future
- Command and Control – response had been received from the Office of the Deputy Prime Minister which confirmed that it did wish to continue with existing interim arrangements involving West Yorkshire, and which signalled the intention to develop new arrangements that would establish a mobilising capability for the New Dimension resources
- Civil Contingencies Act – consideration was being given to the need to harmonise the work of the Regional Resilience Forum with the resilience planning remit of the Regional Management Board, in the light of the new duties of Category One Responders under the Civil Contingencies Act.

It was further reported that a very positive and effective meeting had been held between officers and the Member Champion for resilience.

## **RESOLVED**

- (i) That the report be noted;
- (ii) That a report be submitted to a future meeting of the Regional Management Board as appropriate with regard convergence between the resilience planning work of the Regional Resilience Forum and the Regional Management Board; and
- (iii) That a report be submitted to a future meeting of the Regional Management Board advising of progress specifically related to the Hydra training.

**(ii) Common Services**

Consideration was given to a report of the Deputy Chief Fire Officer / Director of Community Protection of Humberside Fire and Rescue Service, which briefed Members on progress to date of the Common Services sub-group.

Members were advised that work was progressing with regard to the Information Technology, Fire Safety and Fire Investigation projects. It was reported that little had been done to date with regard to Community Fire Safety although it was recognised that a lot of work was being undertaken in this aspect in the constituent authorities.

It was reported that, for practical purposes, the Fire Safety and Fire Investigation sub-groups had been merged into one joint group given the cross-over of officers involved in the two key areas.

**RESOLVED**

- (i) That the report be noted;
- (ii) That the Information Technology framework be submitted to the July meeting of the Regional Management Board for approval;
- (iii) That exploratory work be undertaken to assess the possibility of establishing project groups under IRMP (West Midlands) and Partnerships; and
- (iv) That a further report be submitted to a future meeting of the Regional Management Board advising of outcome of exploratory work at (iii) above.

**(iii) Regional Control Rooms**

A report was submitted by the Chief Fire Officer of the West Yorkshire Fire and Rescue Service which updated Members on progress to date on the following key areas;

- target date for the regional facility (late 2008)
- location (to be announced late May 2005)
- procurement of the mobilising system
- organisational design / staffing
- national communication strategy
- New Burdens funding and proposed bids (guidelines on second round of bids attached as an annex to the report now submitted)
- Regional involvement at national level

Clear progress had been made nationally and guidance was becoming available at a regional level on the work that must be undertaken in the Regional Control Room project.

It was further reported that no response had yet been received from the Office of the Deputy Prime Minister to questions drafted by the Treasurer following a national Regional Control meeting in London on 18 March together with those agreed at the 20 January meeting of this Regional Management Board.

## **RESOLVED**

- (i) That the report be noted;
- (ii) That the proposal to second and back-fill the posts of all four officers currently undertaking named roles in the project be endorsed;
- (iii) That, subject to confirmation of New Burdens funding to meet all employment costs including any additional accommodation and other necessary support services, the four remaining posts (as detailed in the report now submitted) be filled under fixed term contracts.

### **(iv) Procurement**

The Director of Operations (South Yorkshire Fire and Rescue Service) submitted a report which advised of the progress made to date with work undertaken by the regional procurement group and of key matters arising from meetings and discussions with the Office of the Deputy Prime Minister in anticipation of publication of the final National Strategy.

It was further reported that a very successful meeting had been held between officers and the Member Champion for procurement.

## **RESOLVED**

- (i) That the report be noted; and
- (ii) That the procurement report to the next meeting of the Regional Management Board should include details with regard to opportunities for funding.

### **(v) Training**

Members considered a report from the North Yorkshire Fire and Rescue Service which advised of progress towards the delivery of the regional training strategic function. Details of the response from the Office to the Deputy Prime Minister to the consultation process would be circulated under separate cover to all Members of the Regional Management Board.

The following key areas were reported;

- Research study into the physiological effects of Compartment Fire Behaviour Training

- Training audit
- Electronic Integrated Personal Development System (IPDS) and work of the regional sub-group
- Government modern apprenticeship scheme
- Manual Handling training

**RESOLVED**

That the report be noted.

**(vi) Personnel and Human Resources Management**

Members were advised of the progress made with a number of regional frameworks as proposed by the IPDS sub-group for adoption by the Regional Management Board.

Components incorporated within these frameworks included;

- National occupational standards / role maps
- Workplace assessment
- Personal development records
- Development programmes
- Quality assurance

**RESOLVED**

That the framework documents be approved and a regional template be adopted by the constituent Fire Authorities in respect of risk-based role maps and job descriptions / role profiles.

**65 DRAFT EQUALITY POLICIES**

**RESOLVED**

That consideration of the draft regional Equality Policies be deferred to the July meeting of the Regional Management Board to allow for clarification of the status of the proposals.

**66 FINANCIAL CONTRIBUTIONS FROM CONSTITUENT FIRE AND RESCUE AUTHORITIES**

Consideration was given to a report of the Treasurer which sought approval for the proposed means of financing costs incurred in progressing the tasks assigned to the Regional Management Board.

**RESOLVED**

- (i) That, as in 2004 / 5, any expenditure over and above staff time incurred upon the Board's remit be financed pro rata to council tax base;

- (ii) That the approach at (i) above be kept under review as 2005 / 6 progresses;
- (iii) That the financing of the Board by the constituent Fire and Rescue Authorities be reviewed in September 2005 so that the outcome may be incorporated in Fire and Rescue Authority financial plans for 2006 / 7 and subsequent years;
- (iv) That the Treasurer ascertain formally what accounting and external audit arrangements are expected;
- (v) That the Treasurer, in consultation with the Chair of the Regional Management Board, determine whether there is a need for an Authority to be nominated as lead authority for RMB expenditure audit purposes and, if so, to nominate Humberside Fire and Rescue Authority; and
- (vi) That this approach, (i) – (v) above, be recommended to the constituent Fire and Rescue Authorities for their approval.

**67 MEMBER CHAMPIONS – PROJECT INVOLVEMENT**

**RESOLVED**

That the successful involvement of relevant Member champions in the six strategic functional areas of the Regional Management Board be welcomed.

**68 CALENDAR OF MEETINGS 2005 / 6**

**RESOLVED**

That the calendar of meetings for the Regional Management Board 2005 / 2006 be approved as follows;

Thursday, 21 July 2005 (AGM)	11 a.m.	Humberside
Thursday, 20 October 2005	11 a.m.	West Yorkshire
Thursday, 12 January 2006	11 a.m.	South Yorkshire
Thursday, 6 April 2006	11 a.m.	North Yorkshire

Chair