

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

**ANNUAL MEETING HELD ON THURSDAY 24 JULY 2008 AT
HUMBERSIDE FIRE AND RESCUE SERVICE HEADQUARTERS, HULL**

Present: **HUMBERSIDE FIRE AND RESCUE AUTHORITY**

Councillor D Engall
Councillor B Jefferies

NORTH YORKSHIRE FIRE AND RESCUE AUTHORITY

Councillor J Fort

SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

Councillor J Andrews
Councillor P Lakin

WEST YORKSHIRE FIRE AND RESCUE AUTHORITY

Councillor P Booth (as substitute for Councillor R Light)
Councillor M Coulson
Councillor A McKenna
Councillor D Ridgway (as substitute for Councillor G Kirkland)

Secretariat: Mr M G Barnes
Mrs N Houseman

Treasurer : Mr B Wilkinson

In attendance :	Mr F Duffield	Humberside
	Mr M Khuri	Humberside
	Mr R Hannigan	Humberside
	Mr N Hutchinson	North Yorkshire
	Mr C Anderson	North Yorkshire
	Ms J Sams	North Yorkshire
	Mr S Swarbrick	South Yorkshire
	Mr S Pilling	West Yorkshire
	Ms H Dowse	CLG

1 APPOINTMENT OF CHAIR

RESOLVED

That Councillor M Coulson (West Yorkshire) be appointed Chair of the Yorkshire and Humberside Fire Authorities' Regional Management Board for the 2008 / 2009 year.

2 APPOINTMENT OF VICE CHAIR

RESOLVED

That Councillor J Fort (North Yorkshire) be appointed Vice Chair of the Yorkshire and Humberside Fire Authorities' Regional Management Board for the year 2008 / 2009.

3 MEMBERSHIP OF THE BOARD

Consideration was given to a report which detailed the membership of the Yorkshire and Humberside Fire Authorities' Regional Management Board for 2008 / 2009 as notified by the constituent Fire Authorities as follows.

Humberside	Councillor D Engall Councillor B Jefferies
North Yorkshire	Councillor J Fort Councillor K King
South Yorkshire	Councillor J Andrews Councillor P Lakin Vacancy (to be advised)
West Yorkshire	Councillor M Coulson Councillor G Kirkland Councillor R Light Councillor A McKenna

The political composition of the Board was Labour 5, Liberal Democrat 3 and Conservative 3.

RESOLVED

That the report be noted.

4 APOLOGIES FOR ABSENCE

Councillor K King – North Yorkshire Fire and Rescue Authority

Councillor G Kirkland – West Yorkshire Fire and Rescue Authority

Councillor R Light – West Yorkshire Fire and Rescue Authority

Apologies were also presented on behalf of Mr M Smitherman (Chief Fire Officer, South Yorkshire), Mr P Toase (Chief Fire Officer, West Yorkshire), Mr A Trowsdale (North Yorkshire), Peter Hudson (West Yorkshire) and of Ms B Sandy (South Yorkshire).

5 CHAIR'S ANNOUNCEMENTS

The Chair advised Member that, in the knowledge that Mr Phil Toase would not be present at this meeting, he had passed on thanks and best wishes from Members of the Regional Management Board, in respect of Mr Toase's retirement from the West Yorkshire Fire and Rescue Authority with effect from 7 September 2008.

6 MINUTES OF THE BOARD AT A MEETING HELD ON 27 MARCH 2008

RESOLVED

- (i) That the Minutes be signed by the Chair as a correct record; and
- (ii) That it be noted that there remained a number of discrepancies with regard to the Facilities Management contract for the Regional Control Centres (RCCs) which had been raised with CLG by the South West Regional Management Board but which would impact on the Yorkshire and Humberside RCC.

7 URGENT ITEMS

None.

8 ADMISSION OF THE PUBLIC

There were no items which required the exclusion of the public and press.

9 DECLARATIONS OF INTEREST

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

10 APPOINTMENT OF MEMBER CHAMPIONS

The Secretary submitted a report which sought the appointment of Member champions.

RESOLVED

That Member champions be appointed for 2008 / 9 as follows;

Resilience	Councillor P Lakin	South Yorkshire
	Councillor M Coulson	West Yorkshire
Common Services	Councillor R Light	West Yorkshire

Regional Control Rooms	Councillor J Andrews	South Yorkshire
	Councillor A McKenna	West Yorkshire
Procurement	Councillor K King	North Yorkshire
Training & HR Management	Councillor J Fort	North Yorkshire
	Councillor B Jefferies	Humberside

11 REGIONAL IMPROVEMENT AND EFFICIENCY PARTNERSHIP – MEMBER APPOINTMENT

It was reported that a request had been received from the Regional Improvement and Efficiency Partnership Board for a Member to be appointed to it as the Fire Authority representative.

RESOLVED

That Councillor Mick Coulson be appointed to the Local Government Yorkshire and Humber Regional Improvement and Efficiency Partnership Board for 2008 / 9.

12 AUDIT COMMISSION REPORT – REVIEW OF ARRANGEMENTS SUPPORTING THE YORKSHIRE AND HUMBERSIDE RMB

Consideration was given to a report of the Secretary which advised of the receipt of the second report from the Audit Commission which addressed support arrangements for the Regional Management Board.

Recommendations for future action by the constituent authorities were set out in the report with regard to the following issues;

- Development of member champion role
- Review of delegated powers
- Consideration of RMB budget
- Improved joint working and resource allocation
- Full implementation and review of programme and project management arrangements
- More effective risk management and better prioritisation of RMB projects

RESOLVED

- (i) That the report be noted;
- (ii) That an invitation be forwarded to Mr Martin Oliver of the Audit Commission to attend the October meeting of the Regional Management Board;

- (iii) That a Member / Officer working group be established (comprising the constituent authorities' chairs together with the chair of the RMB; appropriate officers and Nigel Hutchinson – Chief Fire Officer, North Yorkshire, as lead officer) to consider the Audit Commission's recommendations and to research processes and procedures adopted by other Regional Management Boards; and
- (iv) That the work of the group at (iii) above be incorporated into the Programme Management System to facilitate monitoring and review of the working group's progress.

13 FIRE AND RESCUE SERVICE NATIONAL FRAMEWORK 2008 – 2011 – ROLE OF THE RMB

The Secretary submitted a report which advised of the requirements of the Fire and Rescue Service National Framework 2008 – 2011 with specific reference to the role of the Regional Management Board.

RESOLVED

- (i) That the report be noted; and
- (ii) That the main requirements facing Regional Management Boards, as detailed at annex A to the report now submitted, be considered by the Chair's Working Group (Min. 12 (iii) refers)

14 TREASURER'S REPORT

Consideration was given to a report of the Treasurer which provided an update with regard to the following issues;

- Regional Control business case publication
- Regional Control Centre Local Authority Controlled Company (LACC) – West Yorkshire to retain funding pending any decision of Project Director, early decision required about role of Finance Officer / adviser, insurance provision (building and Directors), provisional budget
- RMB Financial statement – chair to sign off accounts
- New Burdens funding
- Firelink costs
- Intra-regional cost apportionment (RCC)

RESOLVED

- (i) That the report be noted; and
- (ii) That a report be submitted to the next meeting of the RMB with regard to the apportionment of costs for the Regional Control Centre.

STRATEGIC FUNCTIONS – UPDATE**15 Resilience**

Consideration was given to a report of the Chief Fire Officer (South Yorkshire) which provided an update on the issue of regional resilience.

Members were advised of the following issues which had arisen since the date of the last meeting;

- Thanks to Councillor Jane Bird for her support as Member Champion (resilience)
- New Dimension vehicles - clarification awaited with regard to insurance and licensing issues
- Roll-out of additional prime movers would compete allocation of New Dimension assets to the region
- Uncertainty with regard to funding of New Dimension assets (asset management and maintenance)
- Regional Planners – funding received for two posts up to 2010
- National Security Strategy – potential impact on the Fire and Rescue Service (FRS)
- FRS secondee with Counter Terrorism Unit based in West Yorkshire
- Pitt Review – publication of final independent report including the recommendation that the Fire and Rescue Authorities play a leading role, underpinned as necessary by a statutory duty

RESOLVED

That the report be noted;

16 Specialist (Common) Services

Consideration was given to a report of the Assistant Chief Officer of Humberside Fire and Rescue Service and Director of Community Protection advising of the progress made with the work in the Common Services strategic functional theme and specifically in the following areas;

- Information Technology – website to undergo an update
- Technical support – fire safety, community safety, fire investigation and road safety
- Operational collaboration – final drafts of incident Command protocol and Mutual assistance protocol now completed
- Peer review

RESOLVED

That the report be noted.

17 Regional Control Rooms

The Deputy Chief Fire Officer with West Yorkshire Fire and Rescue Service submitted a report which updated Members on the status of the Yorkshire and Humberside FireControl Regional Control Centre project and made specific reference to the following;

- third party rights to be deferred until nearer the cut-over date of 2011
- Infrastructure services
- Transition plans – staff to be transferred under TUPE, call handling
- Finance – further clarification sought with regard to pensions / severance payments, out of scope activities and where RCC costs exceed current Mobilising and Control costs, cost apportionment

RESOLVED

- (i) That the report be noted;
- (ii) That a regional response to the draft Business Case be debated by the Regional Strategy Group and drafted in consultation with the Chair and the Vice chair of the Regional Management Board; and
- (iii) That consideration be given to the possibility of agreeing a combined strategy with other losing regions.

18 Procurement

Consideration was given to a report of the Assistant Chief Fire Officer (Director of Support Services, South Yorkshire) which advised on progress with the procurement workstream.

RESOLVED

That the report be noted.

19 HR Management and Training

Consideration was given to a report of the Assistant Chief Fire Officer (Director of Human Resources) of North Yorkshire Fire and Rescue Service which updated Members on the combined HR Management and Training functions and specifically on the following issues;

- Identification of workstreams and lead authorities (Employee resourcing, Employee Development, Equality and Diversity, Employee relations and Occupational Health and Safety)

- Driving examiners – possible regional approach to examination
- Assessment and Development Centres – significant savings for in-house and regional ADC's compared to external providers

RESOLVED

That the report be noted.

20 PROGRAMME MANAGEMENT UPDATE

Consideration was given to a report of the Deputy Chief Fire Officer, North Yorkshire Fire and Rescue Service which provided a summary of work being conducted within the Region and which advised of the progress made in each strategic functional area on specific projects.

Members were advised that there were no projects which were running significantly behind schedule.

It was further reported that the audit into the effectiveness of the programme management system would be deferred pending the results of research into facilities used by Regional Management Boards nationally.

RESOLVED

That the report be noted.

21 DATE OF NEXT MEETING

RESOLVED

That the next meeting of the Yorkshire and Humberside Fire Authorities' Regional Management Board be held on Thursday 2 October at West Yorkshire Fire and Rescue Service Headquarters, Birkenshaw to be followed by a visit to the Regional Control Centre at Wakefield.

Chair