

**MINUTES OF A MEETING OF THE  
GREATER MANCHESTER FIRE AND RESCUE AUTHORITY**

**HELD ON 4th DECEMBER 2014**

**Present:**

Councillor David Acton (Chairman), Councillor Tommy Judge (Vice-Chairman), Councillors John Bell (Deputy Chairman), Mohammed Ayub, Lynda Byrne, Basil Curley, Jim Dawson, Jim Ellis, Daniel Hawthorne, Derek Heffernan, Barrie Holland, Bernard Judge, Afia Kamal, Alan Matthews, Amna Mir, John O'Brien, Shaun O'Neill, Brian Rigby, Fred Walker, Lisa Walker, Paul Wild, Steve Williams, George Wilson and Michael Whetton

Also in Attendance: Steve McGuirk (County Fire Officer & Chief Executive), Andrew Taylor (Assistant Director of Resources, Wigan Council), Donna Hall (Clerk to the Authority, Wigan Council), Alyson Hall (Director of People and Organisation Development), Ged Murphy (Director of Finance and Technical Services), Peter O'Reilly (Director of Prevention and Protection), Jim Owen (Deputy County Fire Officer), Damian Parkinson (Director of ICT), Warren Pickstone (Area Manager - Head of Resilience and Planning), Gwynne Williams (Deputy Clerk and Authority Solicitor), Shelley Wright (Director of Corporate Communications) and Donna Parker (Democratic Services Manager)

**54. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Walter Brett, Grace Fletcher-Hackwood, June Hitchen, Iain Lindley, Michael Smith and Stella Smith.

**55. MINUTES OF PREVIOUS MEETING**

The Minutes of the Meeting held on 16<sup>th</sup> October 2014 were approved and signed by the Chairman as a correct record.

**56. DECLARATIONS OF INTEREST**

There were no Declarations of Interest received.

**57. URGENT BUSINESS (IF ANY)**

The Chairman raised the following item of urgent business:-

**Armed Forces Community Covenant**

The Chairman reported that the Authority had been requested by the Association of Greater Manchester Authorities (AGMA) to sign up to the Armed Forces Community Covenant by 19<sup>th</sup> December 2014. The aim of the Community Covenant was to:-

- Encourage local communities to support the armed forces community in their area and promote understanding and awareness among the public of issues affecting the armed forces community;
- Recognise and remember the sacrifices faced by the armed forces community;
- Encourage activities which help to integrate the armed forces community into local life;
- Encourage the armed forces community to help and support the wider community, whether through participation in events and joint projects, or other forms of engagement.

It was reported that the majority (at least 8) of the Greater Manchester Authorities had already established a Community Covenant.

Resolved: That the Authority support and sign up to an Armed Forces Community Covenant.

## **58. CHAIRMAN'S ANNOUNCEMENTS**

1. The Chairman reported that the Chairman, Vice-Chairman and Deputy Chairman of the Authority along with the County Fire Officer and Chief Executive and Treasurer would be meeting with Trade Union Representatives at the rise of the meeting to discuss the budget outlook for 2015/16.
2. The Chairman advised that at the rise of the meeting a short film celebrating 40 years of GMFRS titled '40 Faces' would be shown, as requested by Members at the last meeting of the Authority. All Members were encouraged to attend.
3. The Chairman reported that GMFRS had been successful in achieving the award for 'Serving the Community - Best Organisation' category at the WOW! Awards Gala Ceremony which took place on Monday 24<sup>th</sup> November 2014 in London and Councillor Tommy Judge attended in his capacity as Vice-Chairman of the Authority.
4. The Chairman reported that GMFRS had been successful in achieving Fire Magazines: Excellence in the Fire and Emergency Award for 'Project of the Year'. The award ceremony took place on 17th October 2014 in London and both Councillors June Hitchen and Steve Williams attended in their capacity as Member Champions for Children and Young People.
5. The Chairman reported that GMFRS had been successful in achieving the 'Sustainable Business (largest companies) category at the North West's Green Hero's Award Ceremony that was held at Blackburn Rovers Football Club on 16th October 2014. The awards celebrate companies from across the North West that had made a significant contribution to making their businesses and local environment greener.

As a winner GMFRS now qualified for entry into the bi-annual European Business Awards for the Environment to compete at an international level.

6. The Chairman reported that GMFRS had been successful in achieving the special award category of Leadership at the UK Excellence Awards, hosted by the British Quality Foundation, which took place on 16<sup>th</sup> October 2014 in London which the Chairman had attended along with the Deputy County Fire Officer. To win this award was exceptional as these were the most prestigious excellence awards in the UK.
7. The Chairman invited all Members to attend a 'Live-Burn' Demonstration at a property that had been provided to GMFRS by Manchester City Council on Thursday 15th January 2015 at the rise of the Collaboration and Integration Panel. Members would be asked to meet at the Training and Development Centre at 12.30pm the demonstration would take place at Church Street in Manchester and would allow Members to view crews using the new Cold Cutting equipment, positive pressure ventilation (fans), thermal imaging cameras and command unit.
8. The Chairman advised that the GMFRS Future Fire Fighting Event Working Dinner had been re-arranged and would now take place on Wednesday 25th February from 6.30pm at a venue to be confirmed and the conference would take place on Thursday 26<sup>th</sup> February 2015. The purpose of this event was to present, demonstrate and discuss how GMFRS were embracing new technologies which support the ambition to advance firefighting methods, reduce the risk to operational crews and improve firefighter safety, whilst ensuring this was underpinned by public value.
9. The Chairman advised that since Monday 17<sup>th</sup> November 2014 two Community Risk Integration Teams (CRIT) had been delivering a prevention service across Wigan between the hours of 7.00am to 7.00pm. All three CRIT vehicles were received on the 25<sup>th</sup> November and on 1<sup>st</sup> December teams began responding to calls where people had fallen in their homes and within the first 24 hours the teams had responded twice. The Salford CRIT Team would 'go live' on 12th December 2014 with the Manchester Team due to 'go live' on 5th January 2015.

#### **59. QUESTIONS (IF ANY) UNDER STANDING ORDER 7**

There were no questions submitted.

#### **60. EXCLUSION OF PRESS AND PUBLIC**

Resolved: That the public be excluded from the meeting when the following item is considered for the reason set out below:

Agenda Item No.	Title	Minute No.	Description of Exempt Information by reference to the paragraph number(s) in Schedule 12A of the Local Government Act 1972
E.1	Mobile Data Terminal Procurement	69	3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information))

### **61. MINUTES OF MEETING THURSDAY, 20 NOVEMBER 2014 OF POLICY, RESOURCES AND PERFORMANCE COMMITTEE**

The Minutes of the proceedings of the Policy, Resources and Performance Committee held on 20<sup>th</sup> November 2014 were submitted (Appendix 1).

Resolved: That the proceedings of the Policy, Resources and Performance Committee held on 20<sup>th</sup> November 2014, be approved.

### **62. MINUTES OF MEETING THURSDAY, 27 NOVEMBER 2014 OF AUDIT, SCRUTINY & STANDARDS COMMITTEE**

The Minutes of the proceedings of the Audit, Scrutiny and Standards Committee held on 27<sup>th</sup> November 2014 were submitted (Appendix 2).

Resolved: That the proceedings of the Audit, Scrutiny and Standards Committee held on 27<sup>th</sup> November 2014, be approved.

### **63. TREASURY MANAGEMENT MID YEAR REVIEW INCLUDING REVIEW OF CREDIT RATINGS**

Consideration was given to a report of the Treasurer which reviewed the operation and exercise of delegated Treasury Management powers. The report covered the first six months of 2014/15, considered the prospects for the remainder of the financial year, as set out in the Authority's Counter Party list (the organisations with which the Authority could place its surplus funds) and explained how the lending list was drawn up.

The Treasurer reported that as at 30<sup>th</sup> September 2014 the Authority's cash balances stood at £40.01m. The cash balances were expected to end the year at around £21.80m. However, whilst the forecasted cash balances represented the current best assessment, it was almost impossible to forecast these to a high degree of accuracy as inevitably there would be significant items whose impact at this stage was unknown. Given this uncertainty, the

cash balances were constantly monitored and the treasury management strategy adapted accordingly.

This report was also considered at the meeting of the Policy, Resources and Performance Committee on 20<sup>th</sup> November 2014 (Minute 38 refers).

Resolved: That:

1. The report be accepted and comments be noted.
2. The proposed changes to the credit rating methodology, as detailed in the report, be approved.
3. The increase in the Counterparty limit for Nationwide Building Society, be approved.

#### **64. COUNTY GUARD UPDATE**

Consideration was given to a report of the County Fire Officer and Chief Executive which detailed how GMFRS had and were responding to the industrial action called by the Fire Brigades Union (FBU); in order for the Fire and Rescue Authority to meet its statutory obligations to date. The last update on this matter was reported to the last meeting of the Authority on 16<sup>th</sup> October 2014 (Minute 48 refers).

It was reported that between September 2013 and November 2014, there had been around 50 individual periods of Industrial Action which had ranged in length from one hour to ninety-six hours and had varied by time of day. The last period of Industrial Action ran from 31<sup>st</sup> October (18:00) until 4<sup>th</sup> November 2014 (1800) 96 hours in total. On all strike dates a minimum of 21 (22 including Resilience Pump) fire appliances were deployed across the strike periods and a whole range of incidents were successfully dealt with. On each period of strike action a Resilience Pump crewed by non-striking officers was available in addition to the 21 key station appliances. On 1<sup>st</sup> December 2014 notice was given by the FBU that further strike action would take place on 9<sup>th</sup> December (0900) until 10<sup>th</sup> December 2014 (0900) and on 10<sup>th</sup> December from 0900 until further notice action short of strike would apply to all firefighters.

Members and Officers had a detailed discussion on the above with specific reference to the differences in firefighter pension schemes across the UK and the Chancellor's recent announcement to implement the Lord Hutton Report by April 2015. Members requested confirmation on the total number of female firefighters currently employed within GMFRS. In response, the Director of People and Organisation Development reported that 25 female firefighters were employed including 1 watch manager.

Attached at Appendix 1 and 2 of the report there were two open letters addressed to all Firefighters, from Penny Mordaunt MP. The letter dated 7<sup>th</sup> November provided an update following industrial action and the letter dated

24<sup>th</sup> November 2014 provided an update on 'The Firefighters Pension Scheme 2015'.

Resolved: That:

1. The content of the report and comments raised, be noted.
2. The policy decisions previously adopted and detailed in paragraph 26 of the report, be noted.
3. The activities undertaken in order to mitigate the risks associated with Industrial Action, be noted and commended.

#### **65. COUNTY FIRE OFFICER & CHIEF EXECUTIVE - RECRUITMENT AND SELECTION PROCESS**

Consideration was given to a report of the Clerk which sought approval of the proposed recruitment and selection process for the replacement of the County Fire Officer and Chief Executive for GMFRS.

The Director of People and Organisation Development and the County Fire Officer and Chief Executive, in consultation with the Chairman of the Authority had produced a draft job description and a draft person specification, as detailed at Appendix 1 and 2, of the report for Members' consideration. It was proposed that the recruitment process would be facilitated by the People and Organisation Development Directorate working alongside the Chairman of the Authority. The recruitment process was detailed at Appendix 4 of the report and would include preparation, candidate sifting and an assessment centre with the Policy Standing Sub Committee making the appointment. The Authority was requested to give consideration to an informal event prior to the assessment and the inclusion of external partners.

Resolved: That:

1. The draft job description and person specification for the position of County Fire Officer and Chief Executive, as detailed at Appendix 1 and 2 of the report, be approved.
2. The recommended salary included in the advert for the position of County Fire Officer and Chief Executive, be approved.
3. The recruitment and selection process for the position of County Fire Officer and Chief Executive, as detailed in the report, be approved.
4. The recommended timetable for the process, as detailed at Appendix 4 of the report, be approved.
5. The draft advert for the position of County Fire Officer and Chief Executive, as detailed at Appendix 5 of the report, be approved.

**66. CHIEF OFFICER'S ACTIVITY REPORT QUARTER 2 (1 JULY 2014 TO 30 SEPTEMBER 2014)**

The County Fire Officer and Chief Executive presented the 'Chief Officer's Activity Report' for Quarter 2 2014/15 – 1st July to 30th September 2014, for Members' information and comments. The report provided Members with information on the wide ranging activities which had taken place across the Boroughs during this period and also provided an update on the following subject matters:-

- Firefighter Stephen Hunt Memorial;
- News of Interest;
- Operational Incidents
- Service Delivery in each of the ten Boroughs;
- Prevention and Protection;
- Youth Engagement;
- Corporate Communications.

Resolved: That the 'Chief Officer's Activity Report' for Quarter 2 2014/15 – 1st July to 30th September 2014 and comments raised, be noted.

**67. QUARTER 2 PERFORMANCE REVIEW 2014/2015**

Consideration was given to a report of the County Fire Officer and Chief Executive which presented the Quarter 2 performance against the development and delivery goals contained within with 2014/17 Integrated Risk Management/Corporate Plan.

Members were advised that progress against the Service's major development goals in Quarter 2 was summarised in Appendix A of the report. These were all broadly on track with some minor slippage encountered due to the periods of industrial action which had taken place (Minute 64 refers). An overview of Quarter 2 performance against the Service's key performance indicators (KPIs) and targets was provided at Appendix B of the report. A general summary of the progress against each of the measures was provided in the report. The headline news was that in the second quarter strong performance had continued with fires reducing by 23 percent and injuries resulting from fires reducing by 18 percent. These results reflected the Service's effective risk based targeting of prevention work in homes and businesses across the city region.

Members raised a series of questions and comments with specific regard to the reduced deaths and injuries from fire and other emergencies, providing quality of life outcomes for communities and the reduction of emergency calls that were answered by Officers accordingly.

Resolved: That:

1. The content of the report and comments raised, be noted.

2. The performance against corporate delivery goals and key performance indicators for Quarter 2 2014/17 of the Integrated Risk Management Corporate Plan 2014/17, be noted.

## **68. CORPORATE PLAN/INTEGRATED RISK MANAGEMENT PLAN 2015-2018**

Consideration was given to a report of the County Fire Officer and Chief Executive which sought approval of the draft Corporate Plan for 2015-18 prior to internal and external consultation. A copy of the draft Plan was detailed at Appendix A of the report, for Member's reference.

It was reported that the draft Plan for 2015-18 incorporated the Integrated Risk Management Plan (IRMP) and the production of this was a statutory requirement under the Fire and Rescue Service National Framework. The Plan also introduced the Service's proposed engagement principles as detailed at Appendix B of the report to seek public feedback on how GMFRS intended to engage with the communities and stakeholders on future changes to service delivery.

The Plan would be made available through GMFRS's website for public consultation. In addition, four citizen forums would be held across Greater Manchester during which Officers and Senior Members would discuss the structure and management of resources and seek views on a range of different scenarios using the engagement principles as a foundation. The Chairman invited all Members to come along to support the Citizen Forums, if they so wished, further information on these dates would be available in due course.

In conclusion, the feedback from all consultation activity on the Corporate Plan 2015-18 would be summarised and reported to the Policy, Resources and Performance Committee for Members' consideration on 26<sup>th</sup> March 2015. The final version of the Corporate Plan was due to be submitted to the meeting of Authority on 23<sup>rd</sup> April 2015 for approval following consideration and incorporation of changes.

Resolved: That:

1. The report and comments raised, be noted.
2. The draft Corporate Plan 2015-18, as detailed at Appendix A of the report, to be developed into a corporate publication for consultation, be approved.
3. The proposed engagement principles for external consultation, as detailed at Appendix B of the report, be approved.
4. The Service will meet the Integrated Risk Management Plan (IRMP) requirements within the National Framework, as detailed at Appendix C of the report.



5. All Members of the Authority be invited to attend and support the Citizen Forum Meetings in January 2015.

**69. MOBILE DATA TERMINAL PROCUREMENT**

Consideration was given to a report of the County Fire Officer and Chief Executive which sought approval to procure replacement Fire Appliance Mobile Data Terminals (MDT) from Airwave using the Airwave Catalogue Services Framework.

Resolved: That the procurement of 120 Mobile Data Terminals from Airwave Ltd utilising the Airwave Services Catalogue at a cost of £261,739.20, be approved.

CHAIRMAN