

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

HELD ON 15th OCTOBER 2015

Present:

Councillor David Acton (Chairman), Councillors John Bell (Deputy Chairman), Mohammed Ayub, Walter Brett, Sharon Briggs, Lynda Byrne, Jim Dawson, Jim Ellis, Grace Fletcher-Hackwood, Daniel Hawthorne, Derek Heffernan, June Hitchen, Barrie Holland, Bernard Judge, Afia Kamal, Iain Lindley, Alan Matthews, John O'Brien, Shaun O'Neill, Brian Rigby, Fred Walker, Paul Wild, Steve Williams, Michael Whetton and John Wright

Also in Attendance: Peter O'Reilly (County Fire Officer and Chief Executive), Paul Argyle (Deputy County Fire Officer), Tony Clarke (Strategic Finance Manager, Wigan Council), Andrea Heffernan (Head of Finance and Technical Services), Dave Keelan (Director of Emergency Response), Billy Myers (Area Manager - Head of Protection), Emma Stubbs (Youth Engagement Manager), Gwynne Williams (Deputy Clerk and Authority Solicitor), Shelley Wright (Director of Corporate Communications) and Donna Parker (Democratic Services Manager)

40. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Stephen Coen, Basil Curley, Tommy Judge (Vice-Chairman), Amna Mir and Michael Smith.

41. MINUTES OF PREVIOUS MEETING

The Minutes of the Meeting of the Authority held on 3rd September 2015 were approved and signed by the Chairman as a correct record.

42. DECLARATIONS OF INTEREST

Councillor Jim Ellis, John O'Brien and Fred Walker declared a Discloseable Pecuniary Interest in Minute 46 – Minutes of Meeting Thursday, 17 September 2015 of Service Delivery Committee, Minute 48 – Minutes of Meeting Thursday 1 October 2015 of Policy, Resources and Performance Committee and Minute 50 - Wigan Community Fire and Ambulance Station by virtue of receiving an allowance from Wigan Council as an elected Councillor and the minutes and report relating to the recommendation to enter into a contract with Wigan Council to purchase land. Members did not speak or vote thereon.

43. URGENT BUSINESS (IF ANY)

There were no items of urgent business submitted.

44. CHAIRMAN'S ANNOUNCEMENTS

1. The Chairman advised that the meeting of the Fire Authority was going to be 'live streamed' and would be available to the public via YouTube to watch either live or retrospectively.
2. The Chairman advised that a Member Training and Development Session on 'Major Incident Command' was taking place at the time of the meeting in the Emergency Response Hub and would be hosted by Warren Pickstone, Area Manager – Head of Resilience and Planning, and all Members were encouraged to attend.
3. The Chairman advised that GMFRS had been nominated for an 'Achievement Award for Sustainable Future 2015' at the British Quality Foundation Awards in London on 15th October 2015. Councillor June Hitchen in her capacity as Member Champion for Sustainability would be attending the event along with the Environment Manager and Head of Finance and Technical Services.
4. The Chairman invited all Members to attend a visit to the 'New Operational Training Site and Community Hub' at Wellington Street, Bury on Friday 6th November 2015 at 1.00pm. The visit had been arranged to allow Members to view the remediation work which had taken place at the site prior to the building work commencing. All Members were encouraged to attend and a minibus had been arranged to take Members from FSHQ, if they so wished.

(Note: The visit was subsequently re-arranged to Friday 20th November 2015 at 10.00am)

5. The Chairman invited all Members to attend the 'Greater Manchester Safe Drive Stay Alive 2015 VIP Performance' on Friday 13th November 2015 at 10.00am at The Middleton Arena. Safe Drive Stay Alive was funded by the Greater Manchester Casualty Reduction Partnership, and was a hard hitting, theatre based performance aiming to demonstrate to young people the dangers of risk taking on the roads and all Members are encouraged to attend.
6. The Chairman advised that the 'European Restart a Heart Day' was taking place on Friday 16th October 2015 and to support the event all Members were invited to attend a 'Basic Life Support and Automatic External Defibrillator' Training Session at the time of the Policy, Resources and Performance Committee on Thursday 19th November 2015 at 12.00noon in the Phoenix Room. The training session was requested by Councillor June Hitchen at the last meeting of the Authority held on 3rd September 2015 (Minute 28 – Chairman's Announcement 7 refers).

7. The Chairman invited all Members to attend the Passing-Out Event for the new Firefighter Recruits on Thursday 14th January 2016 at 1.00pm at the Training and Development Centre, Manchester. The Lord Lieutenant would also be in attendance (Minute 55 refers)
8. The Chairman advised of developments since the report on 'Sky 'Chinese' Lanterns' was considered at the meeting of the Authority on 3rd September 2015 (Minute 35 refers). Tameside Council at its meeting on 29th September and Bolton Council at its meeting on 14th October 2015 both unanimously passed a motion banning the sale and use of sky lanterns on any of its property or premises. The sale and use of sky lanterns on any of its property or premises had now been banned at Bolton, Stockport, Salford, Oldham and Tameside Councils.

45. QUESTIONS (IF ANY) UNDER STANDING ORDER 7

There were no questions submitted.

46. MINUTES OF MEETING THURSDAY, 17 SEPTEMBER 2015 OF SERVICE DELIVERY COMMITTEE

The Minutes of the proceedings of the Service Delivery Committee held on 17th September 2015 were submitted (Appendix 1).

Resolved: That the proceedings of the Service Delivery Committee held on 17th September 2015, be approved.

47. MINUTES OF MEETING THURSDAY, 24 SEPTEMBER 2015 OF AUDIT, SCRUTINY AND STANDARDS COMMITTEE

The Minutes of the proceedings of the Audit, Scrutiny and Standards Committee held on 24th September 2015 were submitted (Appendix 2).

Resolved: That the proceedings of the Audit, Scrutiny and Standards Committee held on 24th September 2015, be approved.

48. MINUTES OF MEETING THURSDAY, 1 OCTOBER 2015 OF POLICY, RESOURCES AND PERFORMANCE COMMITTEE

The Minutes of the proceedings of the Policy, Resources and Performance Committee held on 1st October 2015 were submitted (Appendix 3).

Resolved: That the proceedings of the Policy, Resources and Performance Committee held on 1st October 2015, be approved.

49. REVIEW OF CORPORATE LEADERSHIP TEAM

Consideration was given to a report of the County Fire Officer and Chief Executive which provided an update on the outcomes from the Review of the Corporate Leadership Team (CLT) Structure by the County Fire Officer and

Chief Executive. The current CLT Structure was detailed at Appendix 1 of the report.

The Chairman referred to the financial context and the government indication that GMFRA was required to save between £15million and £27 million (up to 40%) therefore the County Fire Officer and Chief Executive, was requested by the Chairman and Senior Members to review the structure of the Corporate Leadership Team. The report highlighted the outcomes from the review and provided information on the main recommendations which included reducing the number of CLT members from nine to seven, reviewing the People and Organisational Development Directorate and creating a new directorate, of Corporate Support; and also moving a number of departmental responsibilities. It was envisaged that when fully implemented these outcomes would provide somewhere between £850k and £1.25 million savings.

Members and Officers had a detailed discussion on the recommendation to change the name of the Prevention and Protection Directorate to 'Community Development Directorate'. The County Fire Officer and Chief Executive would reflect on the change and include the issue in the consultation process with both staff and stakeholders.

Resolved: That:

1. The contents of this report and comments raised, be noted.
2. Recommendations 1-17, as detailed in the report and below, proposed by the County Fire Officer and Chief Executive, be approved:-
 1. The Authority establish a Policy that clearly outlines a method for providing Principal Officer resilience for operational cover;
 2. The Authority consults with staff and stakeholders on the proposed amendment of the title of the Prevention and Protection Directorate to rename it the Directorate of Community Development;
 3. The Authority make Public Sector Reform a substantive area of work, and secure the capacity to do that work by creating a Public Sector Reform section within the Prevention and Protection Directorate. As much of this work has been about supporting other public sector organisations, and is related to communities, Estates and Buildings be moved under the PSR umbrella with the Director of Prevention and Protection providing the Corporate Leadership Team oversight for this area (Recommendation 4 refers);
 4. The Deputy County Fire Officer, the Director of Emergency Response and the Director of Prevention and Protection as a matter of urgency, review the current references of Area Managers, complete an effective realignment of those references, and consider moving those Area Managers that have limited cross department experience into roles that will provide opportunities for further development;

5. The Authority create the new role of Director of Corporate Support, deleting the Director of Finance and Technical Services role and merging its remaining responsibilities into this new role;
6. The Director of Corporate Support, when appointed, will support the Deputy County Fire Officer and the Treasurer to implement the most effective and efficient option for providing a Finance function to GMFRA/GMFRS;
7. In order to improve the relationship with frontline service delivery, and to provide better transparency with the Authority and Strategic Leaders, Leigh Technical Services, including Workshops, Vehicle Maintenance and Supplies, will move under the direction of the Director of Emergency Response;
8. Considering the retirement of the Director on ICT the Authority delete the role and merge its responsibilities into the new role of Director of Corporate Support. The Director of Corporate Support, when appointed, will review the structure of the current ICT Directorate;
9. The Authority delete the role of Director of People and Organisational Development, moving the strategic responsibilities to the Deputy County Fire Officer. The Deputy County Fire Officer, via a consultancy agreement, will work with Wigan Council and engage with North West Employers (NWEs) to implement the preferred option for providing Human Resources and Organisation Development Services within GMFRS. The first part of this will entail securing the appointment of a new Head of Human Resource and Organisation Development Services. The Deputy County Fire Officer will also engage NWEs to review current Job Descriptions of the Corporate Leadership Team, and evaluate the new role of Director of Corporate Support. This will require a Job Specification, Job Description and an evaluation of the size of the job;
10. Corporate Planning and Intelligence Directorate become the Planning and Knowledge Management Department and become the custodian of all related systems, and will come within the responsibilities of the new role Director of Corporate Support;
11. Consultation and Engagement, and the role of Policy Officer, to move from the Corporate Planning and Intelligence Directorate to the Corporate Communications Directorate;
12. The Director of Emergency Response, supported by Group Manager Training, review the existing training provision across the Service and make recommendations as to how further synergies can be created;
13. The County Fire Officer and Chief Executive become the direct line manager for the Deputy County Fire Officer and the Deputy Clerk and Authority Solicitor (Monitoring Officer);
14. The Deputy County Fire Officer become the direct line manager for the Director of Corporate Support, the Director of Emergency Response, the Director of Community Development, the Director of Corporate Communications and the Head of Human Resource and Organisation Development Services;

15. All Corporate Leadership Team members review the structures of their newly designed Directorates including the numbers and responsibilities of Leadership Team roles;
 16. North West Employers be engaged immediately on a consultancy basis to assist in applying the Authority's Managing Change Policy;
 17. The Director of Corporate Communications support the Deputy County Fire Officer in preparing a Communications Strategy and Plan to ensure that all staff are kept fully informed of the progress of the change management process
3. The contracting of North West Employers to assist in the implementation of the Recommendations of the report, be approved.
 4. The County Fire Officer and Chief Executive be given authority to determine and implement departmental structures as a consequence of the Review of the Corporate Leadership Team and the recommendations, as detailed above, subject to consultation with staff and relevant representative bodies.

50. WIGAN COMMUNITY FIRE AND AMBULANCE STATION

Consideration was given to a report of the County Fire Officer and Chief Executive which sought approval to enter into an agreement with North West Ambulance Service (NWAS) once they had gained the appropriate approvals for the scheme. The report also sought delegated authority be given to the County Fire Officer and Chief Executive in consultation with the Chairman of the Authority to proceed with a limited amount of work, for design and planning permission, on a shared risk basis with NWAS to allow progress to be made.

Resolved: That:

1. Approval be given to enter into an agreement with North West Ambulance Service (NWAS) once they have gained the appropriate approvals for the scheme.
2. Delegated authority be given to the County Fire Officer and Chief Executive in consultation with the Chairman of the Authority to proceed with a limited amount of work, for design and planning permission, on a shared risk basis with NWAS to allow progress to be made.

51. NON SHIFT DUTY SYSTEM (SDS) STATION UPDATE

Consideration was given to a report of the County Fire Officer and Chief Executive which provided an update on the agreed changes to Ramsbottom, Marple and Mossley fire stations and to propose an alternative solution for all non-shift duty system stations in light of the difficulties encountered in trying to introduce Nucleus crewing as the preferred option. The work was undertaken as part of Development Goal (DV11) to introduce a new duty system across six non-shift duty system stations.

It was reported that GMFRS currently had six stations that do not operate the Shift Duty System. At these locations there was a range of different duty systems in place which at the time met the requirements of the Integrated Risk Management Plan (IRMP) within the approved budget. Whilst these stations had served the community well over the years it was agreed to commence a review of the stations to ensure that they remained efficient and effective and where necessary to introduce changes to the duty systems to reflect the prevailing demands on the Service.

Members were advised that the preferred solution was to provide a new revised duty system based on self rostering at Marple, Ramsbottom and Mossley with the intention to extend the self rostering system to Irlam, Horwich and Littleborough as part of the wider review of duty systems. The transition at Marple, Ramsbottom and Mossley was due to be completed and fully implemented at all the stations by the end of 2015.

Members had a detailed discussion and raised a number of queries on the different rota systems and the options available that were answered accordingly by the Director of Emergency Response.

Resolved: That the content of the report and comments raised, be noted.

52. 2015 TREACLE CAMPAIGN

Consideration was given to a report of the County Fire Officer and Chief Executive which provided an outline summary of the annual Treacle Campaign which aimed to prevent, protect and tackle anti-social behaviour (ASB), criminal damage and other harm during the Halloween and Bonfire period 2015.

It was reported that the campaign was led by GMFRS and brought together key agencies throughout Greater Manchester to reduce the negative impact of fire related incidents under the shared multi-agency Treacle Partnership. A copy of the Treacle Campaign Terms of Reference, Minimum Standards and Action Plan was detailed at Appendix A of the report. The 2015 campaign would be assessed against a series of performance measures produced by the GMFRS's Corporate Planning and Intelligence Directorate and Greater Manchester Police. The evaluation would be submitted to a future meeting of the Authority.

Members were advised that the Fire Authority had set aside a budget of £40,000 to enable financial assistance to the delivery of organised bonfires and fireworks events on the condition that the events meet safety and prevention criteria as determined by the Internal GMFRS Treacle Planning Group and the Partnership and Innovation Board. The budget could be accessed via a bidding process and all events would be limited to a maximum of £10,000 per bid. Councillor Grace-Fletcher-Hackwood welcomed GMFRS supporting the continuation of organised bonfires and firework events in Greater Manchester as a key approach to promoting public safety and the

introduction of the financial assistance, as requested by Members at the Service Delivery Committee on 23rd July 2015 (Minute 10 refers).

Resolved: That:

1. The content of the report and comments raised, be noted.
2. The Authority support the continuation of a partnership based approached to the '2015 Treacle Campaign'.
3. The performance measure outcomes from the 2015 Treacle campaign be submitted to a future meeting of the Authority.

53. GOVERNMENT CONSULTATION PAPER 'ENABLING CLOSER WORKING BETWEEN THE EMERGENCY SERVICES'

Consideration was given to a report of the County Fire Officer and Chief Executive which advised on the recently published consultation document by HM Government entitled 'Enabling Closer Working between the Emergency Services'. The document was also considered at the meeting of the Policy, Resources and Performance Committee held on 1st October 2015 (Minute 29 refers) it was resolved at the meeting that an update on the draft response would be submitted to the next meeting of the Authority on 15th October 2015.

Members were advised that HM Government had published the consultation document on 11th September 2015 which sought views from stakeholders on proposals to increase joint working between blue-light services. It was the Authority's intention to respond to the consultation given the significance of the proposals for the Fire and Rescue Service nationally and Members were invited to feed their own views and comments to officers to assist in compiling the response. The closing date for all responses was 23rd October 2015.

The consultation document was available to view on the Department for Communities and Local Government website and a synopsis of the document prepared by GMFRS Officers was detailed at Appendix 1 and a copy of the full consultation document was detailed at Appendix 2 of the report, for Members' reference.

GMFRA would be combining its response with other partner agencies such as the Police and Crime Commissioner, Greater Manchester Police and the ten Greater Manchester Local Authorities, through the Combined Authority. In addition, GMFRA would be contributing to the response from the Chief Fire Officers Association.

Resolved: That:

1. The content of the report and comments raised, be noted.
2. Member feed their views and comments on the consultation document to Officers to assist in the drafting of the response.

3. A response to the consultation document be submitted by the closing date, 23rd October 2015.

54. SALFORD INTEGRATED PREVENTION HUB

Consideration was given to a report of the County Fire Officer and Chief Executive which provided an update on the progress of the Salford Integrated Prevention Hub (SIPH) project that was part funded through the successful bid to the Fire Transformation Fund in 2015/16 with specific reference to demonstrable outcomes and the potential to replicate the model in other boroughs.

It was reported that from June 2015 the teams had been fully operational and had embedded locally with SIPH presence at local meetings and links with other local community, voluntary, public and private organisations being established. Referrals were being made by schools, health care professionals including other agencies or individuals via the existing triage and demand management system within 'The Bridge' in Salford. A reporting and evaluation framework was being followed which provided a detailed breakdown of achievements and case-studies.

In conclusion, Members were advised that given the anticipated success of the project GMFRS would begin to scope the potential for similar projects in other boroughs, taking into account any current provision for the target group, existing relationships and partnerships between services.

Members welcomed the informative report and requested a future report on the roll out of the project in other boroughs in Greater Manchester. In response, the County Fire Officer and Chief Executive advised that he was liaising with the Combined Authority with regards to extending the project and would be submitting a 'Governance Structure' to the relevant meetings of the Combined Authority in due course.

Resolved: That:

1. The content of the report and comments raised, be noted.
2. The Authority support the ongoing development and operation of the Salford Integration Prevention Hub and the possible roll out of the model to other Greater Manchester boroughs.
3. The County Fire Officer and Chief Executive work with the Combined Authority with regard to rolling-out the project across Greater Manchester and report progress to a future meeting of the Authority.

55. WHOLE TIME FIREFIGHTER RECRUITMENT

Consideration was given to a report of the County Fire Officer and Chief Executive which detailed the outcome of the recent whole time Firefighter

recruitment and subsequent implementation of the phase 1 training programme.

It was reported that 331 expressions were received and following the selection process 24 applicants were successful and began training on 25th September 2015, Phase 1 of training would be completed on 15th January 2016 and the Passing Out Parade would take place on 14th January 2016 at Training and Development Centre in Manchester which all Members would be invited to attend. Phase 2 of the training would commence in January 2016 once attached to a watch on station and it was envisaged that it would take each delegate approximately 2 years to complete.

Members were advised that the entire cohort of recruits were people who had already worked for or engaged with GMFRS through various engagement routes. Councillor Steve Williams requested information on the statistical breakdown regarding applicants from different staff groups. In response, the Director of Emergency Response advised that he would gather the information and feedback direct to Councillor Steve Williams outside the meeting.

Resolved: That:

1. The content of the report and comments raised, be noted.
2. All Members of the Authority be invited to attend the Passing Out Parade on 14th January 2016 at 1.00pm at the Training and Development Centre, Manchester.
3. The Director of Emergency Response respond to Councillor Steve Williams' query accordingly.

56. 2015 CONSERVATIVE PARTY CONFERENCE

Consideration was given to a report of the County Fire Officer and Chief Executive which provided an update on GMFRS's attendance at the Annual Conservative Conference that was held at Manchester Central Convention Centre in Manchester from Sunday 4th to Wednesday 7th October 2015.

It was reported that GMFRS had secured a premium internal stand within the main conference hall which presented an opportunity to focus on specific areas of prevention and protection and promote GMFRS's campaign to influence national legislation on the use of sprinklers and other types of suppression systems in the homes of people most at risk from fire, as well as encouraging business, builders of domestic homes, landlords and homeowners to install them as standard in the homes of those who were vulnerable. In addition, information was provided to promote fire as a health asset and how GMFRS were supporting public sector reform with specific reference being made to the Community Risk Intervention Teams (CRIT), Safe and Well visits and the Survival Academy Project. The stand also

promoted future fighting through the use of technology, personal protective equipment and firefighting strategies that were shaping the future.

Councillor John Bell, Deputy Chairman advised that Greg Clark MP and Secretary of State for Communities and Local Government had visited the stand. He also took the opportunity to thank Louise Atkinson, Campaigns Co-ordinator and her team for all their hard work and organisation in making the GMFRS stand a success.

Resolved: That:

1. The content of the report and comments raised, be noted.
2. The Authority support GMFRS attendance at future political and major conferences held in Greater Manchester.

CHAIRMAN

