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AT A MEETING of the Hampshire Fire and Rescue Authority of HAMPSHIRE COUNTY COUNCIL held at the Solent Sky Museum, Southampton on Tuesday, 13th February, 2018

Chairman:

* Councillor Christopher Carter

* Councillor Liz Fairhurst

* Councillor Roz Chadd

* Councillor Jonathan Glen

* Councillor Geoffrey Hockley

* Councillor Roger Price

* Councillor David Simpson

* Councillor Rhydian Vaughan

*Present

61. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Roger Price and Michael Lane

62. **DECLARATIONS OF INTEREST**

Members were mindful of their duty to disclose at the meeting any disclosable pecuniary interest they had in any matter on the agenda for the meeting, where that interest was not already entered in the Authority's register of interests, and their ability to disclose any other personal interests in any such matter that they might have wished to disclose.

63. **MINUTES OF PREVIOUS MEETING**

The minutes of the last meeting were reviewed and agreed

64. **DEPUTATIONS**

There were no deputations.

65. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman had several announcements, which can be found appended to these minutes. The Authority also received a letter from Michael Lane, the Police and Crime Commissioner, which can be found along with the Chairman's announcements.

66. **MEMBER DEVELOPMENTS AND COMMENTS**

Members thanked those at Tadley and Redbridge Fire Stations for hosting their visits, and it was agreed that employers of retained Fire Fighters should be thanked for their support of the Fire Service. A marketing campaign was being looked at in-house and Members would be updated on developments.

67. BUDGET AND PRECEPT REQUIREMENT 2018/19

The Authority considered a report from the Treasurer regarding the budget and precept requirement for 2018/19.

An addendum was circulated, which updated some of the figures in the report and recommendations, and this was agreed by the Authority. The Treasurer went through the report and highlighted the favourable position of the Authority. The addendum was confirmed as follows:

Changes in the Budget

Paragraph 39 of the main report outlines the key changes to the forecast position as outlined in the latest Medium Term Financial Plan, which has been updated to reflect changes in Business Rate collection Fund figures as follows:

	£000
2018/19 Deficit as per MTFP	2,456
Adjustments:	
Removal of inflation / growth provisions no longer needed	-640
Increase in Inflation Provision	198
Remove estate maintenance – to be funded from reserves	-350
Budget pressures - NFSP	109
Efficiency plan changes	42
Other changes to base budget	-41
Increase in Council Tax Base	-342
Increase from 1.99% to 2.98% precept rise	-395
Collection Fund balances	-151
Increase in Business Rates	-215
Increase to s31 Grant	-465
Decrease in revenue contributions to capital	-206
2018/19 Proposed Budget Balance	0

Council Tax

There are no changes to the proposed council tax increase of 2.98% which would increase HFRA's Band D council tax to £65.74 for 2018/19, an increase of £1.90 from the previous year.

Precept

The table overleaf shows the precept funding due from each precepting authority for the year 2018/19, following confirmation of the final council tax bases of East Hampshire District Council and Havant Borough Council.

Basingstoke and Deane Borough Council	£4,212,948
East Hampshire District Council	£3,251,471
Eastleigh Borough Council	£2,945,544
Fareham Borough Council	£2,800,872
Gosport Borough Council	£1,743,747
Hart District Council	£2,655,396

Havant Borough Council	£2,675,881
New Forest District Council	£4,642,625
Portsmouth City Council	£3,672,065
Rushmoor Borough Council	£2,036,059
Southampton City Council	£4,230,040
Test Valley Borough Council	£3,160,713
Winchester City Council	£3,181,152
Total	£41,208,515

Business Rates

Following confirmation from Havant Borough Council and East Hampshire District Council, the budget for locally retained business rates has been confirmed at £7,037,344 and Section 31 Grant has been confirmed at £721,631.

Revenue Contribution to Capital

Following the adjustments to precept and business rates, the amount available to contribute to capital reserves in 2018/19 is £3.699m, which is £205,600 lower than the full requirement. This is in line with the strategy that any remaining budget gap would be closed by reducing the revenue contribution to capital.

The following addendum applied to the appendices supporting the report:

Proposed Budget 2018/19 - Subjective

2017/18 Original Budget	2017/18 Revised Budget		2018/19 Forecast Budget
29,985	31,447	Whole Time Firefighters	30,273
6,447	6,502	Retained Firefighters	6,036
8,715	9,821	Staff	9,098
1,079	1,079	Net cost of pensions	1,094
697	697	Employers LGPS contribution re pension deficit	754
656	846	Other Employee Costs	813
47,579	50,392		48,069
4,135	4,327	Premises	4,298
1,467	1,740	Transport	1,697
7,770	9,728	Supplies & Services	7,919
12	12	Support Services	0
60,963	66,200		61,983
-2,066	-2,345	Income	-2,443
-1,257	-1,257	Specific Grant	-1,149
0	-4,624	Transformation Reserve Funding	150
57,640	57,974		58,541

2,592	2,547	Revenue contributions to capital	3,699
1,078	824	Contingency	1,889
61,310	61,345	Net Cost of Service	64,129
183	183	Interest payable / (receivable)	184
516	516	Provision for debt repayment	414
2,066	2,066	Contribution to / (from) reserves	0
64,075	64,110	Budget Requirement	64,727
Funded By :			
-39,484	-39,484	Precept	-41,209
-9,634	-9,634	Revenue Support Grant	-8,118
-562	-597	Other Non-Specific grants	-722
-7,074	-7,074	Business Rates Top-Up Grant	-7,296
-6,758	-6,758	Locally Retained Business Rates	-7,037
-563	-563	CT Collection Fund Balance	-312
0	0	BR Collection Fund Balance	-33
-64,075	-64,110		-64,727
0	0	Funding Gap / (Surplus)	0

Proposed Budget 2018/19 - Objective

2017/18 Original Budget	2017/18 Revised Budget		2018/19 Forecast Budget
48,508	50,105	Community Response	37,894
73	100	Community Resilience	73
5,065	5,070	Community Safety	3,747
3,887	7,191	Professional Services	14,928
1,079	1,079	Net cost of pensions	1,094
697	697	Employers LGPS contribution re pension deficit	754
0	-4,624	Transformation Reserve Funding	150
-1,669	-1,644	Other	-100
57,640	57,974		58,541
2,592	2,547	Revenue contributions to capital	3,699
1,078	824	Contingency	1,889
61,310	61,345	Net Cost of Service	64,129
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-64,075	-64,110		-64,727
0	0	Funding Gap / (Surplus)	0

Members were happy with the updates to the report and new recommendations.

RESOLVED:

- A) That the revenue budget as set out in Annex 1 to this addendum be approved by Hampshire Fire and Rescue Authority.
- B) That the Capital Programme as set out in Appendix D and the funding of this as set out in Appendix E be approved by Hampshire Fire and Rescue Authority.
- C) That if any minor technical changes are required to the budget, the Chief Financial Officer in consultation with the Chief Fire Officer and the Chairman of the Authority is given delegated authority to reflect the actual position in the budget, particularly in relation to the Precept and Business Rates for East Hampshire District Council and Havant Borough Council.
- D) That the Treasury Management Strategy and Annual Investment Strategy for 2018/19 and set out in section 51 and Appendix F of item 7 of the main agenda be approved by Hampshire Fire and Rescue Authority:-
Treasury Management Strategy and Annual Investment Strategy for 2018/19, (and the remainder of 2017/18) including:
 - (i) Prudential Indicators for 2018/19, 2019/20 and 2020/21 – Annex C
 - (ii) Minimum Revenue Provision (MRP) Statement – Annex D
- E) That authority is delegated to the Treasurer to manage the Fire & Rescue Authority's investments according to the risk assessment process in the Investment Strategy as appropriate.
- F) That the budget requirement for the general expenses of the Authority for the year beginning 1st April 2018 of £64,727,000 be approved by Hampshire Fire and Rescue Authority.

G) That the council tax requirement for the Authority for the year beginning 1st April 2018 of £41,208,515 be approved by Hampshire Fire and Rescue Authority.

H) That the Authority's tax be increased by 2.98% for the year beginning 1st April 2018 and for the properties in each band, as set out in section 21 of item 7 of the main agenda, be approved by Hampshire Fire and Rescue Authority :

Band A: £43.83	Band E: £80.35
Band B: £51.13	Band F: £94.96
Band C: £58.44	Band G: £109.57
Band D: £65.74	Band H: £131.48

I) That the precepts set out above, totalling £41,208,515 are issued on the billing authorities in Hampshire, requiring the payment in such instalments and on such dates set by them and previously notified to the Authority, in proportion to the tax base of each billing authority's area as determined by them.

J) That in accordance with the set of principles set by the Secretary of State for Housing, Communities and Local Government for the year, it is determined that the relevant basic amount of council tax for 2018/19 is not excessive

68. **HEALTH, SAFETY AND WELLBEING STATEMENT OF INTENT**

The Authority considered a report from the Chief Fire Officer, which presented the updated Health, Safety and Wellbeing Statement of Intent for 2018.

The Chief Fire Officer confirmed that there was a focus on providing and implementing a process of continual improvement to ensure a safe and healthy working environment.

RESOLVED:

The Full Authority approved the Health, Safety and Wellbeing Statement of Intent.

69. **AN UPDATE ON THE AUTHORITY'S RISK PROTECTION AND INSURANCE ARRANGEMENTS**

The Authority received a report from the Chief Fire Officer regarding the Authority's Risk Protection and Insurance arrangements.

It was confirmed that the arrangements were sector led, with members risk pooling up to a certain amount. The premium had reduced slightly, with the overall operating surplus going back into the pool to provide a provision for any future liabilities.

Members queried whether the collisions with stationary objects as detailed in paragraph 11 was down to roads being too narrow. It was stated that these

events were down to various causes and not necessarily down to the road.

It was confirmed that future members would be checked through due diligence processes and would have to prove a degree of financial stability.

RESOLVED:

The update on Risk protection and Insurance Arrangements was noted by Hampshire Fire and Rescue Authority.

70. STRATEGIC RISK REGISTER

The Authority received a report from the Chief Fire Officer regarding the Strategic Risk Register.

It was confirmed that a new methodology had been applied, focussing on seven strategic risks that covered the main core strategic areas. The matrix had been simplified, making identifying risks clearer.

RESOLVED:

- A) It was agreed that the proposed new scoring mechanism would be used by Hampshire Fire and Rescue Authority;

The refreshed Strategic Risk Register was approved by Hampshire Fire and Rescue Authority.

71. MINUTES FROM THE STANDARDS & GOVERNANCE COMMITTEE - 31 JANUARY 2018 (TO FOLLOW)

The Minutes of the Standards and Governance Committee meeting on the 31 January were presented by Cllr Stubbs. There were no questions.

72. EXCLUSION OF PRESS AND PUBLIC

The press and public were excluded from the meeting as it was likely, in view of the nature of the business to be transacted, or the nature of the proceedings, that if members of the public were present, there would be disclosure to them of exempt information within Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, being information relating to the financial or business affairs of any particular person (including the Authority holding that information), which should not be disclosed for the reasons set out in the reports.

73. PROPERTY MATTERS

The Authority considered an exempt report from the Chief Fire Officer regarding property matters. The primary focus was highlighted in paragraphs 6.1.1 and 6.1.2 of the report, which exceed the £25,000 limit in the scheme of delegation and require Member approval. It was proposed and agreed that a review of the

current delegated limit be reviewed by the Clerk to bring this into line with the overarching scheme of delegation and further improve the operational efficiency of the delivery of services.

RESOLVED:

- A) The surrender and renewal of a lease to the Office of the Police and Crime Commissioner of part of the fire station premises at Redbridge Fire Station was approved by Hampshire Fire and Rescue Authority.
- B) The granting of a new lease to Her Majesty's Border Force of part of the fire station premises at Redbridge Fire Station was approved by Hampshire Fire and Rescue Authority.
- C) The actions outlined within 6.3 were noted.

74. **ENHANCED VOLUNTARY REDUNDANCY SCHEME**

The Authority considered a report from the Chief Fire Officer regarding a proposed voluntary redundancy scheme, in a bid to avoid compulsory redundancies.

RESOLVED:

- A) The principles and methodology of the proposed Enhanced Voluntary Redundancy (EVR) Scheme was approved by Hampshire Fire and Rescue Authority.
- B) Hampshire Fire and Rescue Authority agreed to delegate authority to decide when to activate the approved EVR Scheme to the Chief Fire Officer, in consultation with the Fire Authority Chairman, Chief Finance Officer and Director of HR.

75. **MINUTE APPENDICES**

See attached

Chairman,

Hampshire Fire and Rescue Authority

13 February 2018

Chairman's notes

Item 5 **Chairman's Announcements**

Mick Paull, RDS WM Odiham - Condolences

It was with great sadness to learn of the passing of Mick Paull, Watch Manager at Odiham on 20th January. Mick served Hampshire for 44 years. Mick is well known across the Service, and will be sorely missed by his friends and colleagues. Our thoughts are with his family and friends. The funeral is taking place on 22 February.

FF Gary Buchanan - Condolences

Firefighter Gary Buchanan has passed away following a battle with cancer. Gary joined the Service in September 1998 and served at Redbridge, Winchester, Havant and Emsworth fire stations. Gary will be greatly missed by his friends and colleagues. It was an honour to attend the funeral and offer my condolences. Our thoughts are with his family and friends.

Cllr Adrian Evans - Condolences

It was with great sadness to learn of the passing of our friend and colleague, former County Councillor and HFRA member Adrian Evans. Our thoughts are with his family and friends.

Hampshire Firefighter Deployed to Combat Deadly Diphtheria Outbreak

I'd like to say my thanks to Watch Manager, Simon Forster, of the Urban Search and Rescue team. He was deployed to Bangladesh on 28 December to form part of the UK's Emergency Medical Team to help medical efforts to combat a diphtheria outbreak.

HMICFRS Update

It has been announced that Hampshire and the Isle of Wight's HMICFRS inspection will take place within tranche 1 which is anticipated to start in June 2018. We wait for confirmation of the dates and will share these with you once they are known.

Carbon Management Plan

The Authority approved a 5 year Carbon Management Programme in 2012 aiming to create energy efficiencies and to invest in Solar Panels across the estate. Significant changes have taken place since 2012, some of which include the use of our estate with increased site occupancy with our partners.

I am pleased to report to Members of the Authority that there has been successful delivery of savings and our anticipated return on investment is progressing to plan. The future management of the Authority's carbon footprint will be through the Carbon Management Plan.

HFRA Meeting 22 March

I can confirm that the next HFRA meeting is being held at the Hampshire County Council Wellington Room at 1400 hrs. Venue's for the other meetings will be

confirmed in due course.

Exercise Dates - Prince Phillips Barracks

Members to note exercise dates 20, 21 and 26 March 10.00-12.00, taking place at Prince Phillips Barracks. If members would like to attend and observe an exercise please contact Becky Leigh.

Combination Order

The amendments to the Combination Order were laid before Parliament on 1 December 2017 without challenge. The updated HFRA Combination Order is now a formal piece of legislation.

Councillor C Carter
Chairman
Hampshire Fire & Rescue Authority
Hampshire County Council
The Castle
Winchester
SO23 8UB

12 February 2018

Dear Chris,

As agreed at the Police-Fire Governance Board on Thursday 8 February, this letter sets out the key points covered in the meeting and my thinking on the way forward.

Over the last six months I have taken the opportunity to review options presented to me by the Policing and Crime Act 2017 for governance of fire services within my area. I am grateful for your support in reviewing these options in a collaborative and co-operative manner, with the shared focus on achieving the best outcome for the people of Hampshire, the Isle of Wight, Portsmouth and Southampton.

I am proud that we are often evidenced as best in class when it comes to the improved effectiveness and efficiency we have achieved through collaboration. However we now need to challenge ourselves to pursue those opportunities that have been identified for further collaboration, but require greater effort to achieve.

It is clear that we all:

- have a common purpose in keeping our communities safer
- are in agreement that partnership matters, and is key to our ongoing and future success.

I am grateful to colleagues who expressed their confidence in the Fire Authorities' work and their advocacy of Option 2 and their invitation for me to join both Authorities.

Whilst some benefits of a change in governance (option three) are also identified, I believe that if our teams continue to work together many of these could be brought forward and delivered within the existing partnership and cooperative arrangement.

I heard, powerfully stated in the meeting, the potential risks from disrupting some plans that are already in progress.

I acknowledge the value from landing work in progress.

As stated in the meeting, my proposals are that:

- we continue for the time being with the status quo (option one)
- I will maintain a watching brief whilst continuing to engage and support the fire authorities in the work they are doing.

Over the coming months there are a number of things I will continue to look for:

- successful coming together of the fire authorities which I understand we will hear good progress reports in March
- the new inspection regime with HMICFRS and the confirmation of ongoing excellent performance of our fire services
- the bringing together of further significant savings through the existing collaboration, which delivered so well in the past.

I would like to thank you again for your contributions to the gathering of the evidence that has led to this decision, and for your continued support for working together in a more collaborative way to keep our communities safer.

Best wishes,

Mitch



cc: Cllr Dave Stewart
Olivia Pinkney
Neil Odin
John Metcalfe
James Payne



HAMPSHIRE
FIRE AND
RESCUE
AUTHORITY

Mr Michael Lane
Police and Crime Commissioner
St George's Chambers
St George's Street
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Hampshire SO23 8AJ

Chairman of Hampshire Fire and Rescue
Authority

Councillor Chris Carter
Hampshire Fire and Rescue Service
Leigh Road
Eastleigh
Hampshire
SO50 9SJ

26 February 2018

Dear Michael

Many thanks for your letter dated 12 February 2018, the content of which helps to clarify your current position in relation to Fire and Rescue governance as the Police and Crime Commissioner.

In my role as Chairman I have shared your letter with the leaders of the constituent authorities that make up our combined fire and rescue authority for their information. I look forward to delivering on those matters described within the letter as well as many more to ensure we remain a highly successful fire and rescue service, protecting those in our community.

Yours sincerely

A handwritten signature in black ink, appearing to read 'CR Carter'.

Chris Carter
Chairman of Hampshire Fire and Rescue Authority

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