



MINUTES

POLICE, FIRE AND CRIME COMMISSIONER FOR ESSEX AND ESSEX COUNTY FIRE & RESCUE SERVICE STRATEGIC BOARD

17 March 2020 1200pm to 1400pm, GF01 Kelvedon Park

Present:

Roger Hirst (RH)	Police, Fire and Crime Commissioner (Chair)
Pippa Brent-Isherwood (PBI)	CEO, PFCC's office
Jo Turton (JT)	Chief Fire Officer
Colette Black (CB)	ACEO, People, Values and Culture, ECFRS
Jo Thornicroft (JTh)	Head of Performance and Scrutiny, PFCC's office
Claire Putnam	Minutes, PFCC's office

Apologies:

Jane Gardner (JG)	Deputy Police, Fire and Crime Commissioner
Ricky Hylton (RHy)	Deputy Chief Fire Officer
Karl Edwards (KE)	Director of Corporate Services, ECFRS
Dave Bill (DB)	Director of Prevention, Protection and Response, ECFRS
Moira Bruin (MB)	Director of Operations, ECFRS

1 Welcome and apologies

RH welcomed all to the meeting and noted apologies from JG, RHy, KE, DB and MB.

In light of the Government announcements many attendees are ensuring business as usual for the Service. It was discussed whether this meeting should be deferred but JT was happy for it to go ahead with a slimmed down agenda focusing on the items that need to be approved and signed off. It was agreed to defer the Risk Management Strategy and the Prevention Strategy.

2 Minutes of the last meeting

Minutes of the Strategic Board Meeting held on 10 December 2019 were approved. Minutes of the Extraordinary Strategic Board Meeting held on 28 January 2020 were approved.

No matters arising.

3 Action Log

21/18 Draft Budget – A draft MTFP to be prepared ahead of the Police, Fire and Crime Panel Meeting in October 2019; the detailed version will be completed. Update on 02.03.20 Decision sheet not yet received. PBI stated she doesn't have the decision sheet however it's been suggested that the constitution can be amended to say, unless agreed by the panel, which would dispense with the need for decision

sheets if it's already gone to the panel. RH agreed, so PBI will amend. Action can close.

06/19 The Protection paper is on the agenda however the Prevention paper has been withdrawn from this meeting so Action to remain open.

10/19 Due date is January 2020 however RHy needs to speak to DCC Mills in regard to the Joint Estates Strategy and then RHy will speak to JTh about putting it on the forward plan for Strategic Board. Update on 02.03.20 Current issues with KP heating is impacting on Jon Doherty's capacity so Action remains open.

11/19 P&R Board in January 2020, reprofiled paper on Forward Plan for March 2020 so Action can close.

18/19 Decision sheet needs to be completed by RHy however DB thinks it's already been completed so will check. Update on 21.01.20 Decision sheet 109 signed October 2019 so Action can close.

25/19 Due date April 2020 Action can close

28/19 Grievance Policy Decision Sheet. PBI has signed and passed through to RH. JTh will confirm it's done so Action remains open.

29/19 Revised timeline to be agreed as Neil starts 2nd January 2020, RH to write a spec for the contract so Action remains open

32/19 JG and RH have had meetings around Real World HR, final version to be brought back to Strategic Board in March 2020 So Action can close

33/19 CB to broaden the Prevention and Protection areas and bring back to the January 2020 Strategic Board. Strategy reviewed at Extraordinary Strategic Board so Action can close.

34/19 CB to review appendices 3 & 4 and bring to the Extraordinary Strategic Meeting in January 2020. Action can close.

35/19 The Service to work out the best way forward in regard to including unions on Steering Groups. CB confirmed that FBU and FRSA have engaged in some Steering Groups. RH stated that they are still saying they're not being invited. CB to provide the minutes of meetings to confirm the unions were present and they have been invited to April's meeting. So Action remains open.

36/19 CB to pull together Quality Assurance Reports from EQA's and IQA's and also feedback from Phase 1 training and bring to P&R in January 2020. Action can close

37/19 Medium Term Financial Plan GM to update tables to reflect RH's suggestions. Action can close

38/19 Phase 1 Grenfell Report MB to formulise the Action Plan and bring to P&R in January 2020. Update paper coming back to P&R in April, so Action can close.

39/19 DB to speak to SLT in regard to papers coming across to all meetings by the deadlines and to ensure they're correct, this is ongoing so Action remains open.

4 People Strategy

- 4.1 CB took the Board through the paper and highlighted the following changes; wording from HMICFRS has been more directly referenced so they can clearly see the link between their feedback and the Services actions. A sentence has been added under Fair, kind and inclusive workplace that says Ensure that we have clear data around workforce diversity to make effective analysis possible. Then under Training CB has taken RH's suggestion around being clear and having sufficient behaviour related training and has added a sentence to reflect that.
- 4.2 CB has also included feedback around the measures and making them more clearly measurable. Hopefully this shows a clear link as to what you'll see in a monthly update to demonstrate progress in the People Strategy.
- 4.3. RH happy with where the strategy is and feedback from FBU is that it's more positively phrased however they would like to see plainer English used. CB confirmed that when the document goes to the Comms team for design they will ensure plainer English is used.

- 4.4 RH noted for the minutes that the People Strategy has been agreed and signed off by the Board and a Decision Sheet will need to be submitted. CB will arrange for that to be sent across to PBI.

Action: 01/20

CB to complete a Decision Sheet for the People Strategy and pass to PBI.

5 Risk Management Strategy 2020

- 5.1 This paper has been deferred.

6 Culture Change Strategy

- 6.1 RH stated that it's recognised that the input this has given to the People Strategy which has been agreed.

CB left the meeting at 12.30pm

7 Protection Strategy

- 7.1 RH stated that the recommendation is to approve the draft Strategy and Inspection Programme, he made reference to the fact that the Board had gone through the detail of it. JT confirmed that she's happy with the Strategy and fits well with the Services other strategies.
- 7.2 RH stated that Unison had raised about the balance between grey book/green book and that the organogram shown in the Strategy looked like you could only hold a senior position if you're grey book, as all senior posts are grey and junior posts are green. It was Unison's understanding that this was one area where you didn't have to be grey book to be senior. FBU stated that there must be a split which is representing the correct number of grey book staff. JT confirmed that Moira Bruin would be the best person to answer this query.

JT left and re-joined the meeting with MB at 12.30pm

- 7.3 MB explained that the structure/organogram shown is a reflection of where the Service is at the moment not where the Service wants to be. The Service will be taking into account Unison's concerns and show clear progression for both grey book and green book. MB will update the organogram to show the changes and will engage with the Rep Bodies to ensure they're happy with that way forward. JT stated that it's time critical to make the changes, have them agreed to then have the Strategy signed off. MB doesn't think it will be an issue as it can be turned around quite quickly.

Action: 02/20

MB to make changes to the organogram/structure chart to reflect where the Service wants to be in regard to grey book green book split.

- 7.4 RH stated that with the changes made to the organogram and JTh's comments around tidying up the document the Board are approving the Protection Strategy and this will require a Decision Sheet.

Action: 03/20

The Service to provide PBI with a Decision Sheet in regard to the Protection Strategy

8 Prevention Strategy

8.1 Paper withdrawn.

9 Forward Plan

9.1 JTh proposed the addition of 3 items onto the Forward Plan, these being the IRMP sign off, added for June 2020, the FRS Annual Plan added for June 2020 and the Risk Management Strategy also added for June 2020.

10 Any Other Business

10.1 JTh spoke to Tracy King in regard to formally noting the HMICFRS Report and the proposed approach to the areas of improvement. RH noted that the Report and Action Plan has been considered and approved.

There being no other business, the meeting closed at 12.55pm.