

DRAFT

MINUTES

LONDON FIRE & EMERGENCY PLANNING AUTHORITY

DATE	Thursday 5 October 2017	TIME	2.00 pm
VENUE	The Chamber, City Hall, The Queen's Walk, London, SE1 2AA		

Minutes of the proceedings of the meeting of London Fire & Emergency Planning Authority held in The Chamber, City Hall, The Queen's Walk, London, SE1 2AA, on Thursday 5 October 2017

Present:

Councillor Martin Whelton (Vice-Chair)	Councillor Leonie Cooper AM Andrew Dismore AM	Councillor Oonagh Moulton Councillor Caroline Russell AM
Councillor Tony Arbour JP, AM Gareth Bacon AM	Councillor Susan Hall AM Councillor Mehboob Khan	Councillor Amy Whitelock Gibbs
Councillor Rachel Blake Councillor Fiona Colley	David Kurten AM	

1. Appointment of Vice-Chair

In the absence of the Chair, the Clerk to the Authority conducted the election of the Vice-Chair of the Authority, pursuant to Schedule 28, paragraph 3 of the Greater London Authority Act 1999 (as amended).

Councillor Martin Whelton was nominated by Councillor Mehboob Khan; the nomination was seconded by Councillor Fiona Colley.

There being no other nominations, Councillor Martin Whelton was duly appointed as Vice-Chair of the Authority for the period until 31 March 2018.

Resolved – accordingly.

In the absence of the Chair and in accordance with Standing Order 9, the Vice-Chair then chaired the meeting.

2. Statement of Members Appointed

Resolved – That the appointments by the Mayor of London of the Members of the Authority be noted.

In addition, the Vice-Chair welcomed to the meeting Councillor Rachel Blake, who was new to the Authority, replacing Councillor Emma Dent Coad, who had stepped down from the Authority.

3. Apologies for Absence

Apologies for absence were received on behalf of: the Chair, Fiona Twycross AM; Unmesh Desai AM; Councillor Sarah Hayward and Councillor Jack Hopkins.

Apologies had also been received from the Commissioner.

4. Minutes

The motion was made by the Vice-Chair – that the minutes of the Authority meeting held on 22 June 2017 be signed as a correct record.

The motion was seconded by Councillor Mehboob Khan, put and agreed.

Resolved – accordingly.

The minutes were thereupon signed by the Vice-Chair.

5. Minutes of Appointments and Urgency Committee

The motion was made by the Vice-Chair – that the minutes of the Appointments and Urgency Committee meeting held on 13 July 2017 be signed as a correct record.

The motion was seconded by Councillor Mehboob Khan, put and agreed.

Resolved – accordingly.

The minutes were thereupon signed by the Vice-Chair.

6. Special Announcements by the Chair and reports by the Chair or the Clerk to the Authority of any Communications

The Vice-Chair referred to the recent terror attack at Parsons Green where an incendiary device had been partially activated on a busy tube train. London Fire Brigade (LFB) crews helped evacuate the train and station, maintaining a hazard zone until the device could be declared safe. The Vice-Chair placed on record the Authority's thanks to everyone involved.

The Vice-Chair updated Members on the work being undertaken by the Brigade in relation to high-rise premises and, in particular, matters relating to cladding. LFB fire inspecting officers had carried out inspections of 480 tower blocks over 18m in height and 40 NHS premises, which were identified with aluminium composite material (ACM) cladding in London, where they considered the general fire precautions in the buildings. Over the summer, large scale tests had been carried out on different ACM cladding assemblies used on buildings in the UK. LFB had now had confirmation of 188 premises in London which had ACM cladding that had failed the large-scale tests. The Brigade would be revisiting these premises to discuss the mitigation, risk assessments and action taken by the 'Responsible Person' for the buildings to minimise the risk from fire to the residents in those blocks. Whilst this had been the main

focus of work by the Fire Safety Department, Members were advised that the department had supported the expert panel work, other Fire Services' requests for expert opinion, particularly in relation to fire engineering, and the community safety teams had provided focused community and young people support activities in the areas surrounding Grenfell and the wider safety and reassurance messaging.

The Vice-Chair requested that the minutes record Members' appreciation of the work undertaken by the Fire Safety Department.

The Vice-Chair noted that on Tuesday 5th September 2017 at 12:41 hours, the Brigade received three calls to smoke issuing from a second floor flat in Camberwell. On arrival, there had been heavy smoke coming from the balcony area of the flat and visible flames. Two women aged 18 and 48 years of age had been rescued from the flat by a crew wearing breathing apparatus. Both had been conscious and breathing but were suffering from smoke inhalation and received treatment from Brigade crews before being removed to hospital by ambulance.

The Vice-Chair reported that at 13:10 hours on the 18th September 2017, the Brigade received a call to attend an incident of a man who had fallen down a lift shaft in Hammersmith. On arrival, crews observed that the building was under construction and that there were various unguarded drops to lower levels. The casualty had initially been unconscious but when he regained consciousness, extreme panic, fear and disorientation set in. The paramedic asked for assistance to try and calm the man down as there had been symptoms of major head trauma and further injury was highly likely unless he was restrained until such time that the Helicopter Emergency Medical Service (HEMS) could arrive to sedate him. Once in attendance, HEMS sedated the casualty which allowed crews to rescue him on a stretcher to ground floor level where he was removed to hospital.

The Vice-Chair noted that in the early hours of Sunday 24th September 2017, the Brigade had been called to an Automatic Fire Alarm actuating and smoke issuing from a block of flats in Sutton. Fire crews from Sutton, Wallington, Mitcham and Croydon fire stations attended the scene. On arrival, the crews had been confronted with a fully involved fire in the ground floor communal hallway. Breathing apparatus crews entered the building and fought their way along the corridor whilst additional breathing apparatus crews searched other flats. Crews used ladders to rescue two adults and two children from the first floor and a further two adults and two children from the third floor of the building.

The Vice-Chair commended the work of all crews involved in these incidents.

7. Disclosures of Interests and Dispensations

Resolved – That the details of membership of the GLA, other functional bodies and London Boroughs, as attached as an appendix to the agenda, be noted. No further disclosures were made.

8. Authority - Summary List of Actions

It was noted that there were no outstanding actions arising from previous meetings of the Authority.

9. Reconstitution of Committees, Standing Orders. Allowances, Delegations and Related Matters - FEP 2784

A document that set out the Chair's motion and appended details of the proposed membership and Chairs and Vice-Chairs of all committees was tabled at the meeting.

The Vice- Chair moved the motion:

That the Authority –

- (1) Notes the appointment by the Mayor of London of the Chair and Members of the Authority;
- (2) Agrees that the committee structure as tabled (and as attached at Appendix 1 to these minutes), which includes a London Plan Working Group, be adopted for the period to 31 March 2018 with the orders of reference for each body as set out in Appendix 1 to the report FEP 2784;
- (3) Agrees to dis-apply strict proportionality rules in the allocation of seats on committees and allocate seats as set out in the tabled document;
- (4&5) Appoints Members and alternate Members to seats on committees and appoints the chairs and vice-chairs of committees as set out in the tabled document (and as attached at Appendix 1 to these minutes);
- (6) Re-confirms the establishment of the Joint Council on the basis of the previously-approved constitution, attached at Appendix 2 to the report, allocates seats on the Joint Council Employer's Side and appoints Authority Members to the Joint Council as set out in the tabled document (and as attached at Appendix 2 to these minutes); agrees that Labour/Conservative Group Member can be substituted by any other LFEPA Member from their respective Groups; and agrees that the Chair of the Employer's Side be chosen from among those Members present when it is the Employer's Side's turn to chair Joint Council meetings;
- (7) Confirms the establishment of the Local Pension Board on the basis previously approved, as set out at paragraphs 20-26 of the report, appoints Authority Members to the Board as set out in the tabled document (and as attached at Appendix 2 to these minutes), noting that these appointees are unable to be Members of the Resources Committee; and notes that, in the interests of good governance, the Board will, as previously agreed, continue to be treated as a formal body in terms of publication of papers for Board meetings and the inclusion of legal, finance, equalities and sustainable development implications within reports to the Board;
- (8) Agrees the provisional programme of work for the London Plan Working Group, as set out in the report FEP 2783, attached at Appendix 9 to the report;
- (9) Approves the programme of Authority and committee meeting dates for the period up to March 2018, as set out at Appendix 4 to the report;
- (10) Approves the Standing Orders for the Authority (as set out at Appendix 5 to the report) and the Scheme of Delegation of Functions to Officers, (as set out in Appendix 6 to the report);

- (11) Adopts the Members Allowances Scheme as set out in Appendix 7 of the report for the remainder of the 2017-18 year;
- (12) Notes the Financial Regulations, as set out in Appendix 8 to the report; and
- (13) Agrees that the Clerk to the Authority be instructed to implement the decisions on these matters and to discharge the associated statutory requirements as regards publicity and the keeping of records and to be given authority to make any minor, consequential revisions to the Authority's governance documents referred to in this report as necessary following the decisions taken on this report.

The motion was seconded by Councillor Mehboob Khan, put and agreed.

Resolved – accordingly.

(The Authority agreed unanimously to dis-apply strict proportionality rules in the allocation of seats on committees and allocate seats as set out in the tabled document.)

10. Questions from Members of the Public - FEP 2785

The questions from a member of the public for the meeting on 5 October 2017, submitted in accordance with Standing Order 25, is set out below together with the written answer provided in advance of the meeting, supplementary questions put at the meeting and the replies given:

Question 21	From Mr Peter Ulrich
<p>Given that Clerkenwell Fire Station was taken off the market in April 2016 - now 18 months ago - to allow the Mayor to consider how best it can contribute to the urgent need for new housing in London, when will a decision be taken on its future?</p>	
<p>Chair's written response</p>	
<p>The disposal of the former Clerkenwell fire station was put on hold in order to allow discussions to take place initially with both TfL and the GLA and subsequently with the GLA and the London Borough of Islington about the options for disposal that would contribute to the Mayor's Homes for Londoners agenda as well as meet the local planning requirements.</p> <p>The London Borough of Islington is in the process of reviewing their Local Plan for the area in which the property is located. The preliminary round of consultation in the form of the early review document closed in February 2017. LB Islington is currently considering the representations which were made during that consultation, with the next step being for them to produce a full draft of the Local Plan. It is now anticipated that the next round of consultation will take place during the autumn of this year, and is likely to include a specific allocation for the site.</p> <p>In the meantime, it has been agreed with officers at the GLA that specialist work will be commissioned to assess the feasibility and viability implications of including residential accommodation including affordable housing in any future conversion of the existing listed building. This will be undertaken by architects and designers who are experienced in carrying</p>	

out residential conversion schemes on sensitive heritage assets in high value central London areas. A shortlist of suitable providers is being formulated between London Fire Brigade's officers, their advisers and GLA colleagues.

Mr Peter Ulrich: In response to the second paragraph of your response, I have been told by the London Borough of Islington that the planning brief that they issued in November 2014 for Clerkenwell fire station won't be changed regardless of the general planning they are doing for the area. On that basis, why would it make sense for the Authority to be waiting for the outcome of the general strategic planning for the Clerkenwell area?

Director of Finance and Contractual Services: The last paragraph of the answer to you set out what we are actually doing at the moment. We are not explicitly waiting for the conclusion of their work on their local plan. What we have done is gone out to tender for specialist consultants to help us decide what we might do on the site. They are due to report back at the end of October 2017. They will take a couple of months to do the work and we are expecting them to bring a recommendation on what we might do with the site back to our Resources Committee, hopefully in March 2018. As we have said previously, if there was a decision to go back to a disposal option we have registered your interest and we would let you know as soon as that decision was made.

Mr Peter Ulrich (Member of the Public): Sorry, did you say you would have a decision by March?

Director of Finance and Contractual Services: We are hoping we will be able to come back to the Resources Committee, which is a sub-committee of this Authority, with a recommendation on what might happen on the site. We need to let this work continue and have further discussions with both the London Borough of Islington and City Hall, so I can't be absolutely definite about that timing but that is the expectation.

Mr Peter Ulrich: At that point in March, or whenever that decision is taken, after the responses have been gathered in, how much longer then is the process? What else needs to be done before a final decision is made about when that building will be bought back to the open market?

Director of Finance and Contractual Services: I cannot say for certain at this point that that is what our recommendation will be, but if we got that recommendation in March and it was agreed by the Authority that they wanted to proceed to some sort of disposal on that site then we would put the steps in train almost immediately once that decision was taken and we would let you know.

11. Budget Update - FEP 2773

Report by the Director of Finance and Contractual Services.

The Director of Finance and Contractual Services introduced the report.

The Vice-Chair moved the motion – That the Authority notes the report.

The motion was seconded by Councillor Rachel Blake.

The Authority discussed the Mayor's representations to government regarding his concerns about the resourcing of the fire service in London and the Home Secretary's response, as attached to the report.

Councillor Mehboob Khan moved and Andrew Dismore AM seconded the following amendment:

To add, "That the Authority supports the efforts by the Mayor and officers in lobbying for additional resources for the London Fire and Emergency Planning Authority".

In response to a request that the Director of Finance and Contractual Services confirm the resource implications of the Commissioner's initial review of the specialist equipment and support LFEP requires, post the fire at Grenfell Tower and the terrorism incidents in Spring, the Director of Finance and Contractual Services confirmed that this amounted to £5.8million of additional revenue spending.

Upon being put to the vote, there were 8 (eight) votes in favour of the amendment and no votes against.

The motion as amended was agreed by general consensus.

It was therefore -

Resolved – That:

(1) The report be noted; and

(2) The Authority supports the efforts by the Mayor and officers in lobbying for additional resources for the London Fire and Emergency Planning Authority.

12. Treasury Management Annual Report - FEP 2749

Report by the Director of Finance and Contractual Services.

The Director of Finance and Contractual Services introduced the report.

The Vice-Chair moved the motion – That the Authority notes the 2016/17 treasury management outturn results against the 2016/17 Treasury Management Strategy (TMS), as approved by the Authority on 17 March 2016 (FEP 2576).

The motion was seconded by Councillor Mehboob Khan, put and agreed.

Resolved – accordingly.

13. Statement of Assurance 2016/17 - FEP 2786

Report by the Head of Safety and Inclusion.

The Head of Safety and Inclusion introduced the report and answered questions from a Member.

The Vice-Chair moved the motion – That the Authority:

- 1) Notes the data set out in the report and in Appendix 3; and
- 2) Approves the Statement of Assurance 2016/17.

The motion was seconded by Councillor Mehboob Khan, put and agreed.

Resolved – accordingly.

14. Honours, Awards and Long Service - FEP 2787

Report of the Head of Legal and Democratic Services.

The Vice-Chair moved the motion – That the Authority places on record its congratulations to:

- (a) The officers mentioned in paragraphs 3 and 4 of the report who received Assistant Commissioner's Certificates of Commendation and Borough Commander's Letters of Congratulations; and
- (b) Those officers who received the Long Service and Good Conduct Medal or Long Service Certificate (as referred to in paragraph 5 of the report).

The motion was seconded by Councillor Mehboob Khan, put and agreed.

Resolved – accordingly.

15. Questions from Members (in accordance with Standing Order 20) – 5 October 2017 – FEP 2788

Questions from Members for the meeting on 5 October 2017, published in the order received in accordance with Standing Order 20, are set out below, together with the written answers circulated in advance of the meeting, supplementary questions out at the meeting and the replies given:

Question 481	From Cllr Martin Whelton (Labour Group)
Can the Commissioner update the Authority on the Total Recalls campaign and whether any response has been received from Government following recent correspondence to the Prime Minister on implementing safety recommendations following the fire in Shepherds Bush last year?	

Commissioner's written response:

Since we launched the Total Recalls campaign in 2016, we have taken a number of steps to raise the issue of white goods safety, focusing our campaigning on seeking improvements in the product recall system in the UK, which is underpinned by a drive to improve manufacturing standards.

Following the Shepherd's Bush fire in August 2016, which was caused by a faulty Indesit tumble dryer that was subject to corrective action, a new working group was established by the Department for Business, Energy and Industrial Strategy (BEIS). This group published its recommendations in July 2017.

In August 2017, I wrote to the Prime Minister, which was jointly signed by a number of others including the Mayor of London, LFEPA Chair and Conservative lead on LFEPA, Fire Brigades Union and the National Fire Chiefs Council. The letter warned that thousands of dangerous white goods are still being used in homes across the UK and called for decisive action from Government.

We have since received a positive response from the Prime Minister, which explained that although a formal response to the BEIS working group's report will be issued in the autumn, the Government also recognises the need to act swiftly and is considering the framework for a national body to support consumers on product safety. On the safety of fridges which we also raised in the letter, the response said that the Government will work with colleagues including LFB to ensure that the European standard is updated and addresses any issues.

We will continue to have conversations with the government and others to press for action to be taken as soon as possible.

Question 482**From Andrew Dismore AM (Labour Group)**

There are many 'backstreet' garages and car repairers across the capital, often with gas cylinders that present particular hazards, especially when there is a fire as occurred recently in Watling Avenue, Burnt Oak, in a garage that was unknown to LFB. What can be done to make sure the Brigade is made aware of these premises and the risks they pose, and to ensure appropriate advice is given to business owners re fire protection, especially involving the use and storage of cylinders?

Commissioner's written response:

Firefighters carry out visits to premises within their station area to familiarise themselves with any risks. These may be as part of their statutory 7(2)d visits or by way of a visual audit. The outcomes of these visits/audits are recorded on the operational risk database where significant risk has been identified, including the presence of gas cylinders.

Our fire safety teams also undertake active risk targeting to identify buildings that may be 'unregulated' which can, for example, include businesses in railway arches and 'pop up' churches. Where appropriate, enforcement action under fire safety legislation will be taken to ensure that the premises are safe. If they identify risks (such as the use of cylinders) they will also notify the local fire station of these risks for them to record and be aware of in the event of future incidents. Where cylinders are being used our officers will, where necessary, provide robust advice on the use and safe storage of them.

Officers maintain liaison arrangements with local agencies including the local authority, transport authorities and business groups to try and ensure that we are notified of premises that pose a fire safety risk. Unfortunately, despite these arrangements, there will be some 'backstreet' operators that do not come to our attention.

Andrew Dismore AM: I am concerned about this; this was quite a serious fire and I think we had 12 pumps out at one time. Wandering around that area there is a whole raft of backstreet enterprises of this nature. I am concerned that we don't actually know where they are and one of the questions that I would ask, if we are restoring the 27 Fire Safety Inspectors – and I hope we are - whether that will help us try and identify some of these premises and take appropriate action to make sure that they are safer than they may now be seen to be?

Director of Operations: Certainly, the additional number of Fire Safety Inspection Officers will help, but I think this is more about crews at stations spending time out on the ground, in the area, getting into the backstreets and carrying out the statutory 7(2)d visits, which are familiarisation visits, and also visual audits. Our stations are out doing visual audits on a regular basis and that is how the local crews find out about these areas. When they find anything of significance, details are entered on our operational risk database which feeds information through to the mobile data terminals which are in the front of all of our fire engines. So, if we get called to an incident and it is not a local crew, quite often the details are already entered on there and we already have some knowledge of it. A key part of this is our Borough Commanders and Station managers working closely with local authorities and maintaining those close links to identify some of these areas, and garages, to use your example.

Andrew Dismore AM: The problem with this one - and I don't suppose it is unique - is that the area was not visible from the road. You would have to go down a back alley, which was not a public highway, to know that it was there. It is not the only one in that particular area, or, I assume, the only one across London. It would be difficult to establish that by just driving around in a fire engine and seeing what was there. It would require going into some considerable detail to find this place. I know of two or three others in the area apart from that one, and that is just in that ward. What efforts are made to draw to the attention of station officers, in the general sense, the need to try and get down these back alleys to find these places?

Director of Operations: I think our crews are very good at going above and beyond just down the main streets. Often with these garages they are prone to fly tipping, people dumping rubbish and small fires and our crews know where they are because they get called there for secondary fires on a regular basis. In terms of locating these, our crews are reasonably good at getting out. We have had cycle schemes in the past where they go off the beaten track across areas looking for areas such as this and then when they come across them they use the 'report it' tool; we use the TfL site which has a tool where you can report fly tipping and cylinders and the like. We do have close links, all of our borough commanders, with local authorities and that is a two-way process. Where there are properties which are derelict, up for planning permission, for example, we have links where Borough Commanders are told where those sites are, so we go out and visit the sites directly with the information from local authorities as well.

Andrew Dismore AM: Thank you.

Question 483	From Unmesh Desai AM				
How often in the last 6 months has the Brigade been called upon to attend fires or other incidents at Heathrow Airport to support the airport's own firefighting team; in what circumstances will the Brigade be called upon to attend and is there a protocol with the airport for this; and how many of these incidents involved fires in aircraft?					
Commissioner's written response:					
The fires and other incidents attended by the London Fire Brigade at Heathrow airport, including incidents involving aircraft, are set out in the table below. The data covers the six month period from February to August 2017.					
March-August 2017 incidents in or around Heathrow Airport (terminals, runways, gates, etc.)	Fire s	Special Service s	False Alarm – good intent	False Alarm – Automatic Fire Alarm	Total
Aircraft					
Passenger plane		4	2		6
Buildings (Non-residential)					
Airport - terminal	27		37	14	78
Airport building (not terminal or hangar)	1			1	2
Airport - hangar				1	1
Train station - platform (below ground)				1	1
Train station - concourse			1	1	2
Bus/coach station/garage	2				2
Total	30	4	40	18	92
The circumstances that would attract a LFB attendance at Heathrow Airport are determined by our statutory duties. How Heathrow Airport supports the LFB response is contained within the Heathrow Airport's 'Emergency Orders' which detail the categories of emergency, the means of alerting emergency services and airport units, and the procedures to co-ordinate the initial response to any incident. LFB support the airport's management in developing the emergency orders, who in turn act in accordance with civil aviation policy. There was a review of the Heathrow Emergency Orders in 2014. There has just been a further rewrite of Emergency Orders that are due to be published shortly.					

16. Urgent Business

There was no urgent business.

The meeting ended at 2.45PM

Signed By: Chair

Clerk to LONDON FIRE & EMERGENCY PLANNING AUTHORITY