



Minutes

Executive Committee

Date: 13 September 2013

Time: 11.45 a.m.

Venue: Fire Service Headquarters, Birkenshaw

Present: Councillors M Khan (in the chair), P Harrand, J Hughes, A Hussain, C Townsley and A Wallis (as substitute for Councillor T Austin)

In Attendance: N/A

Apologies: Councillor T Austin

13 Minutes

RESOLVED

That the Minutes of a meeting held on 2 September 2013 be signed by the Chair as a correct record.

14 Urgent Items

None.

15 Admission of the public

RESOLVED

That the public and press be excluded from the meeting during consideration of item of business specified below as it is 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 during this time, there would be disclosure to them of exempt information of the description respectively specified.

AGENDA ITEM NO.	TITLE OF REPORT	MINUTE NUMBER	Description of exempt information by reference to the paragraph number in Schedule 12A of the Local Government Act 1972
E5	Management Board – Review	17	Paragraph 1 – information relating to an individual

16 Declarations of interest

No declarations of disclosable pecuniary interest were made in any matter under consideration at the meeting.

17 Management Board – review

(This item was considered as exempt information under Schedule 12A (1) of the Local Government Act 1972 – relating to an individual)

Consideration was given to a joint report of the Chief Fire Officer / Chief Executive and Chief Finance Officer which sought approval for a re-organisation of the West Yorkshire Fire and Rescue Authority Management Board.

In response to previously identified potential for further savings, subsequent upon the implementation of the Fundamental Review, a review of Management Board composition, roles and responsibilities had been undertaken. Detail of proposed changes, together with a schedule for phased implementation was presented in the report for Members' consideration.

It was reported that, once fully implemented, the proposed re-structure would offer savings to the Authority of over £165,000 per annum.

Members were further advised that, in addition to the current review processes, it was anticipated that the final funding gap would have to be revised upwards to £10m – 14m which may mean more changes would be required after 2016.

RESOLVED

- a) That approval be given to the re-engagement of the Director of Strategic Development and Deputy Chief Fire Officer for a further 25 month contract from 1 December 2013 to 31 December 2015 to oversee the business critical implementation of the Integrated Risk Management Plan;
- b) That approval be given to flexible retirement arrangements for the Director of Corporate Resources to take effect from 1 April 2014 under a revised role of Chief Legal and Governance Officer (CLGO);
- c) That the post of Chief Finance Officer be renamed Chief Finance and Procurement Officer (CFPO) to better reflect the role and responsibilities of the post;
- d) That, for business continuity and planning purposes, consideration be given by the Executive Committee to the following issues for formal decision by 1 June 2015;
 - Revised Management Board arrangements and Principal Officer command structure

- Terms and conditions of service related to a requirement for Principal Officers to provide amended resilient command availability, and
- Commencement of selection and appointment processes at Management Board level as required (earliest appointments to be made from 1 January 2016)

and;

- e) That Executive Committee members be provided with a written assessment and summary of the roles and responsibilities and other relevant Human Resources issues of both Management Board Officers and Officers at Area Manager level together with a technical summary of minimum response and cover arrangements.

Chair