



Minutes

Full Authority

Date: 30 July 2014

Time: 10.30 a.m.

Venue: Fire and Rescue Service Headquarters, Birkenshaw

Present: Councillors J Hughes (in the chair), K Akthar, T Austin, C Burke, J Dodds, R Grahame, T Hanley, P Harrand, L Holmes, A Hussain, H Middleton, C Pillai, K Renshaw, M Shaw, B Smith, A Stubley, A Taylor, G Thornton, C Townsley, A Wallis and G Wilkinson

In Attendance: None

Apologies: Councillor J Cummins

1 Appointment of Chair

RESOLVED

That Councillor J Hughes (Labour) be appointed Chair of the Authority for the 2014 – 15 year.

2 Appointment of Vice chair

RESOLVED

That Councillor Tracey Austin (Labour) be appointed as Vice chair of the Authority for the 2014 – 15 year.

3 Membership of the Authority

The Chief Legal and Governance Officer submitted a report detailing the Membership of the Authority for 2014 – 15 as notified by District Councils.

Bradford Councillor Howard Middleton (Liberal Democrat) replacing Councillor David Gray (Liberal Democrat)
Councillor Kaneez Akthar (Labour) replacing Councillor Alan Wainwright (Labour)

Calderdale	Councillor Chris Pillai (Conservative) replacing Councillor Peter Caffrey (Conservative)
Kirklees	Councillor Amanda Stubley (Labour) replacing Councillor Mehboob Khan (Labour)
Leeds	Councillor Ted Hanley (Labour) replacing Councillor Mary Harland (Labour) Councillor Karen Renshaw (Labour) replacing Councillor John Hardy (Labour)
Wakefield	No change

With effect from 16 July 2014 the political composition of the Authority was; Labour 13, Conservative 6 and Liberal Democrat 3

RESOLVED

That the report be noted.

4 Chair's announcements

Death of Valerie Binney

It was with regret that the Chair advised Members of the recent death of a former Fire Authority Member, Valerie Binney, from Bradford. Former Councillor Binney had been a member of the Authority for a total of eight years prior to her departure from the Authority in November 2012. Members stood in silent tribute.

5 Admission of the public

The meeting determined that there were no items which necessitated the exclusion of the public and press.

6 Urgent item – Industrial Action update

Members received a verbal update from the Chief Fire Officer on the latest situation with regard to the industrial action together with background information on the pension reform issues which had prompted the action.

The Executive Committee had approved contingency arrangements for the strike periods which had guided Management Board when deciding the appropriate levels of capacity and resource provision. Members were advised that the planned response continued to be at 60% of normal risk based planning assumptions which equated to a minimum of 20 appliances. This had been achieved during each period of strike action since the date of the first strike on 25 September 2013.

The Chief provided the perspectives on pension reform for each of the four Unions – Fire Brigades Union (FBU), Fire Officers Association (FOA), Unison and Chief Fire Officers' Association (CFOA). It was reported that the Fire Officers' Association had indicated that it was willing to accept the Government's final pensions offer and its members had assisted in providing support for cover during periods of action.

Members were advised that Action Short of Strike (ASOS) had also been undertaken by members of the FBU which included the stoppage of pre-arranged overtime which, amongst other things, had impacted on the Young Firefighters' programme and had the potential for damaging the reputation of the Brigade. Unfortunately there had also been signs of tension between employee groups and response to the periods of strike action was also having an effect on other officers in terms of fatigue, morale, training, and leave and the cost to the Authority was £1m to date.

Members agreed that they would welcome the opportunity for discussions with the FBU and, with reference to comments about the maintenance of fitness levels, praised the local response in West Yorkshire which had been open, fair and supportive.

RESOLVED

- a) That Members endorse the continuation of the contingency planning arrangements; and
- b) That the method of direct local consultation with the FBU be considered by the Authority's Executive Committee.

7 Declarations of interest

There were no declarations of disclosable pecuniary interest in any matter under discussion at the meeting.

8 Authority Constitution – Review

The Chief Legal and Governance Officer (Monitoring Officer) submitted a report which advised Members that there were no proposals to amend the Constitution for 2014 – 15 as it has been subject to updates since the last Annual Meeting of the Authority.

The report invited Members to consider, however, the current committee structure and terms of reference and sought advice on whether a formal review should be undertaken.

RESOLVED

- a) That the report be noted;
- b) That the Chief Legal and Governance Officer (Monitoring Officer) be instructed to conduct a review of committee structures;
- c) That the review at b) above be submitted for initial consideration to a Member task group prior to any recommendations being made to the Authority; and
- d) That the Executive Committee act as the Member Task Group for Committee Structure Review.

9 Committee Memberships and Appointments 2014 – 15

Consideration was given to the appointment of Committees, their composition, the allocation of committee seats between political groups in accordance with the principles of determination in Sections 15 and 16 of the Local Government and Housing Act 1989 (Part 1) and to the appointment of Members, Chairs and Vice chairs to the Authority's Committees and also to the Authority's Briefing Groups.

RESOLVED

- a) That, in accordance with the principles of determination in Sections 15 and 16 of the Local Government and Housing Act 1989 (as modified) the allocation of Committee seats between the political groups be as follows;

Ordinary seats **45**

Labour	27
Conservative	12
Liberal Democrat	6

- b) That, pursuant to the allocation at a) above, the Committee memberships and substitute memberships for 2014 – 15 be approved as detailed at Annex A to these Minutes;
- c) That appointments to the position of Chair and Vice chair of the respective Committees be as follows;

Committee	Chair Councillor	Vice chair Councillor
Executive Committee	Hughes	Austin
Audit Committee	Cummins	Stubley
Finance and Resources Committee	Smith	Hussain
Human Resources Committee	Thornton	Grahame
Community Safety Committee	Dodds	Wallis

and,

- d) That the appointments to the membership of the Briefing Groups be as detailed at Annex A to these Minutes.

10 Nomination of Members to answer questions at meetings of constituent authorities and of District Community Safety lead representatives

RESOLVED

- a) That the Members be nominated as required by the Local Government Act 1985 to answer questions within their individual Councils on the discharge of functions etc by this Authority as follows;

Bradford	Councillor J Dodds
Calderdale	Councillor B Smith
Kirklees	Councillor A Stubley
Leeds	Councillor J Cummins
Wakefield	Councillor A Wallis

and,

- b) That the Members approved at a) above be approved as District Community Safety Lead representatives for 2014 – 15.

11 Representation on Outside Bodies for 2014 – 15

Members considered the appointment of representatives to serve on the Local Government Association and other outside bodies for the year 2014 – 15.

RESOLVED

That the following appointments be made for 2014 – 15;

LGA General Assembly	-	Chair, Vice chair, Councillor Thornton and Councillor Holmes (or their nominated representatives)
LGA Fire Commission	-	Chair and Councillor Harrand (or their nominated representatives)
Local Government Yorkshire and Humber (Council)	-	Chair
Local Government Yorkshire and Humber (Employers Committee)	-	Councillor Hughes
Yorkshire Purchasing Organisation (YPO)	-	Councillor A Wallis
Association of Metropolitan Fire Authorities (AMFRA)	-	Chair and Vice chair
West Yorkshire Police and Crime Commissioner's Partnership Executive Group	-	Chair

12 Minutes of the last meeting

RESOLVED

That the Minutes of the Authority at a meeting held on 21 February 2014 be signed by the Chair as a correct record.

13 Minutes of the Finance and Resources Committee

RESOLVED

That the Minutes of the Finance and Resources Committee at a meeting held on 28 March 2014 be received.

14 Minutes of the Human Resources Committee

RESOLVED

That the Minutes of the Human Resources Committee at a meeting held on 4 April 2014 be received.

15 Minutes of the Audit Committee

RESOLVED

- a) That the Minutes of the Audit Committee at meetings held on 11 April and 26 June 2014 be received; and
- b) That Audit training be arranged and made available to all Members of the Authority.

16 Minutes of the Community Safety Committee

Councillor Dodds took the opportunity to update Members about progress on the Haworth project and advised that the steering group had been established and were looking to appoint a coordinator whose responsibility would be to source funding with a view to self-financing after the initial 2-year start-up assistance from the Fire Authority. The group were also anticipating that the Calder Valley Search and Rescue would also be a partner and use the accommodation at Haworth.

Members expressed the desire that similar pilot schemes may be considered for other station areas.

RESOLVED

That the Minutes of the Community Safety Committee at a meeting held on 25 April 2014 be received.

17 Minutes of the Executive Committee

RESOLVED

That the Minutes of the Executive Committee at meetings held on 8 and 14 May 2014 be received.

18 Minutes of the Local Government Association

Members sought an update on the recent debates about flood response and statutory duties of the Fire Services.

RESOLVED

- a) That the Minutes of the Fire Commission at a meeting held on 14 February 2014 be received;
- b) That the Minutes of the Safer and Stronger Communities Board at a meeting held on 3 March 2014 be received; and
- c) That the Minutes of the Fire Services Management Committee at meetings held on 10 March and 30 May 2014 be received.

19 Minutes of the West Yorkshire Police Crime Commissioner's Partnership Executive Group

RESOLVED

That the Minutes of the West Yorkshire Police Crime Commissioner's Partnership Executive Group at meetings held on 7 March and 6 June 2014 be received.

20 Programme of Meetings 2014 – 15

The Chief Legal and Governance Officer submitted a report which proposed a revision to the approved 2014 – 15 programme of meetings in respect of the deletion of a scheduled meeting of the Audit Committee in November 2014.

RESOLVED

That the proposed revision to the 2014 – 15 calendar of meetings be not approved.

21 Performance Management Report

Consideration was given to a report of the Chief Legal and Governance Officer which advised of the Authority's performance against key performance indicators for the periods 1 April 2013 – 31 March 2014 and 1 April – 31 May 2014.

Members commented on the following issues;

- Partnership working in Bradford to address attacks on firefighters
- Police attendance at violent incidents
- Role of the Fire Service in working with anti-social behaviour teams
- Downward trend in total incidents and effect of the Automatic Fire Alarm actuation policy

RESOLVED

That the report be noted.

22 Corporate Health – Annual Update Report

Members received a report which provided an annual update relating to the corporate health of the Authority incorporating annual statistics for;

- Compliments and complaints
- Performance against a number of indicators related to the efficiency and effectiveness of the service
- Customer service excellence
- Issues related to corporate governance

The report also sought approval for the RIPA Policy and Procedures (Regulation of Investigatory Powers Act 2000).

RESOLVED

- a) That the report be noted; and
- b) That the RIPA Policy and Procedures (regulation of Investigatory Powers Act 2000) be approved.

Chair

WEST YORKSHIRE FIRE AND RESCUE AUTHORITY

COMMITTEE MEMBERSHIP 2014 / 2015

As at 30 July 2014

EXECUTIVE COMMITTEE (6)

LABOUR (4)	T Austin	(Vice chair)
	J Cummins	
	J Dodds	
	J Hughes	(Chair)
CONSERVATIVE (1)	P Harrand	
LIBERAL DEMOCRAT (1)	C Townsley	

SUBSTITUTES

Any Member from relevant Group who is not substantive Member of this Committee.

HUMAN RESOURCES COMMITTEE (11)

LABOUR (6)

K Akthar
R Grahame (Vice chair)
T Hanley
A Hussain
B Smith
G Thornton (Chair)

CONSERVATIVE (4)

P Harrand
M Shaw
A Taylor
G Wilkinson

LIBERAL DEMOCRAT (1)

C Burke

SUBSTITUTES

Any Member from relevant Group who is not substantive Member of this Committee.

FINANCE AND RESOURCES COMMITTEE (11)

LABOUR (6)

T Austin
R Grahame
A Hussain (Vice chair)
B Smith (Chair)
G Thornton
A Wallis

CONSERVATIVE (4)

P Harrand
L Holmes
C Pillai
M Shaw

LIBERAL DEMOCRAT (1)

H Middleton

SUBSTITUTES

Any Member from relevant Group who is not substantive Member of this Committee.

AUDIT COMMITTEE (6)

LABOUR (4)

K Akthar
J Cummins (Chair)
K Renshaw
A Stubley (Vice chair)

CONSERVATIVE (1)

L Holmes

LIBERAL DEMOCRAT (1)

H Middleton

SUBSTITUTES

Any Member from relevant Group who is not substantive Member of this Committee.

COMMUNITY SAFETY COMMITTEE (11)

LABOUR (7)

T Austin
J Cummins
J Dodds (Chair)
T Hanley
J Hughes
A Stubley
A Wallis (Vice chair)

CONSERVATIVE (2)

A Taylor
G Wilkinson

LIBERAL DEMOCRAT (2)

C Burke
C Townsley

SUBSTITUTES

Any Member from relevant Group who is not substantive Member of this Committee.

CONSULTATION AND NEGOTIATION PANEL (5)

LABOUR (3)

T Austin
J Cummins
J Hughes

CONSERVATIVE (1)

P Harrand

LIBERAL DEMOCRAT (1)

C Townsley

SUBSTITUTES

Any Member from relevant Group who is not substantive Member of this Committee.

BRIEFING GROUP ARRANGEMENTS

2014 / 2015

FULL AUTHORITY		
Group / Position	Member	Substitute
Chair	Cllr J Hughes	Any Labour Member
Vice Chair	Cllr T Austin	Any Labour Member
Conservative	Cllr P Harrand	Any Conservative Member
HUMAN RESOURCES COMMITTEE		
Group / position	Member	Substitute
Chair	Cllr G Thornton	Any Labour Member
Vice Chair	Cllr R Grahame	Any Labour Member
Conservative	Cllr G Wilkinson	Any Conservative Member
FINANCE AND RESOURCES COMMITTEE		
Group / position	Member	Substitute
Chair	Cllr B Smith	Any Labour Member
Vice Chair	Cllr A Hussain	Any Labour Member
Conservative	Cllr P Harrand / Cllr L Holmes (alternate)	Any Conservative Member

AUDIT COMMITTEE

Group / position	Member	Substitute
Chair	Cllr J Cummins	Any Labour Member
Vice Chair	Cllr A Stublely	Any Labour Member
Conservative	Cllr L Holmes	Any Conservative Member

COMMUNITY SAFETY COMMITTEE

Group / position	Member	Substitute
Chair	Cllr J Dodds	Any Labour Member
Vice chair	Cllr A Wallis	Any Labour Member
Conservative	Cllr A Taylor	Any Conservative Member