



# Minutes

## Full Authority

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Date: 13 September 2013

Time: 10.30 a.m.

Venue: FIRE AND RESCUE SERVICE HEADQUARTERS, BIRKENSRAW

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Present: Councillors M Khan (in the chair), C Burke, P Caffrey, J Cummins, J Dodds, R Grahame, D Gray, J Hardy, M Harland, P Harrand, L Holmes, J Hughes, A Hussain, M Shaw, G Thornton, C Townsley, A Wainwright, A Wallis and G Wilkinson

In Attendance: N/A

Apologies: Councillors T Austin, B Smith and A Taylor

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### **25 Admission of the public**

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

### **26 Urgent items**

None.

### **27 Declarations of Interest**

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

### **28 Minutes of the last meeting**

#### **RESOLVED**

That the Minutes of the Authority at a meeting held on 28 June 2013 be signed by the Chair as a correct record.

## **29 Minutes of the Human Resources Committee**

### **RESOLVED**

That the Minutes of the Human Resources Committee held on 5 July 2013 be received.

## **30 Minutes of the Finance and Resources Committee**

At a Member's request, a brief update was given about progress with the purchase of land for the new Killingbeck Fire Station in Leeds (Finance and Resources Min no. 5 refers) which was close to conclusion and within budget.

### **RESOLVED**

That the Minutes of the Finance and Resources Committee held on 12 July 2013 be received.

## **31 Minutes of the Community Safety Committee**

Following advice that work on the guidance related to the use of Chinese Lanterns was ongoing and would be published before Bonfire Night, it was

### **RESOLVED**

That the Minutes of the Community Safety Committee held on 19 July 2013 be received.

## **32 Minutes of the Executive Committee**

### **RESOLVED**

That the Minutes of the Executive Committee at meetings held on 31 July and 2 September 2013 be received.

## **33 Minutes of the Local Government Association**

### **RESOLVED**

- a) That the Minutes of the Safer and Stronger Communities Board held on 8 July 2013 be noted; and
- b) That the Minutes of the Fire Services Management Committee at a meeting held on 19 July 2013 and circulated under separate cover be noted.

## **34 Performance Management Report – 1 April to 31 July 2013**

Prior to consideration of the Performance Management Report, Members were given a brief summary of the large incident which had taken place in Horsforth on 6 September 2013 which had been attended by 15 fire appliances. It was reported that, thanks to excellent firefighting skills, damage to the property and business had been minimised and approximately 50% of the building had been saved.

The Director of Corporate Resources submitted a report which informed Members of the Authority's performance against key performance indicators for the period 1 April to 31 July 2013.

Members commented on the following specific areas of performance;

- West Yorkshire's ranking as compared with other Metropolitan Fire Authorities

- Performance against targets for fire deaths and injuries (clarification of figures)
- Recent increase in number of malicious false alarms, the role and impact on the Fire Services of “property angels” and responsibility for commercial fire risk assessments
- secondary fires, fly-tipping and anti-social behaviour (including attacks on firefighters)
- issues related to unsuccessful requests to Yorkshire Water to raise water pressure for firefighting purposes

## RESOLVED

- a) That the report be noted;
- b) That the level of financial savings to be made individually by the Metropolitan Fire Authorities be reported to the December meeting of the Fire Authority; and
- c) That Members be provided with incident figures for 1 April – 31 July 2013 on a West Yorkshire District basis for deliberate secondary fires together with comparative figures for the other 6 Metropolitan Fire Authorities where available.

## 35 Outside Bodies – nominations 2013 – 14

Consideration was given to a report of the Director of Corporate Resources which set out the nominations to Outside Bodies 2013 / 14.

A similar report had been considered at the last meeting of the Authority when it was resolved that nominations be reported to the 13 September meeting following political Group discussions.

## RESOLVED

- (i) That, in addition the approved appointments made at the last meeting to the LGYH Employers Committee and the Association of Metropolitan Fire and Rescue Authorities (AMFRA), the following nominations to Outside Bodies 2013 – 14 be approved;

LGA General Assembly	Councillors Khan, Thornton, Hughes 1 vacancy (Conservative) or their nominees
LGA Fire Commission	Councillors Khan, Hughes and Harrand or their nominees
LGA Urban Commission*	Councillors Khan and Hughes or their nominees
LGYH Council	Councillor Khan or his nominee
Yorkshire Purchasing Organisation	Councillor Wallis or nominee
Police and Crime Commissioner Partnership Executive Group	Councillor Khan or his nominee

\*This is on the basis that the appointed representatives (or their nominees) will only attend when matters of relevance to the Fire Authority are scheduled for discussion

and;

- (ii) That it be noted that the following Outside Bodies have been dis-established;

Fire Improvement Group (FIG)  
Safer Communities Strategy Group

### **36 Integrated Risk Management Plan (IRMP) Consultation – Combined Aerial Rescue Pump (CARP) at Leeds – final proposals**

The Director of Strategic Development submitted a report which presented the final proposals for the provision of a Combined Aerial Rescue Pump (CARP) at Leeds Fire Station.

Following the last meeting of the Authority, an internal consultation on the provision of a fifth CARP and its location had been undertaken. The process had highlighted a number of valid concerns which related, in the main, to the reliability and use of CARP equipment. Members were advised that these concerns had been addressed through revised design features as detailed in the report now submitted.

Once the vehicle was fully operational, it was reported that there would be full year savings of £532,000, due to the associated reduction in staffing (12 firefighter and 4 crew manager posts) which would be achieved through natural wastage. Other advantages of its introduction were the improvements to firefighter safety and potential for easier access to high rise building within the Leeds District.

#### **RESOLVED**

- (i) That, taking account of the feedback from the internal consultation, approval be given to the provision of a Combined Aerial Rescue Platform (CARP) at Leeds Fire Station;
- (ii) That the CARP at (i) above be purchased in the current financial year; and
- (iii) That approval be given to the reduction in establishment of 12 posts following the introduction of the CARP.

### **37 Statement of Assurance 2012 – 13**

Members received a joint report of the Director of Strategic Development and the Director of Corporate Resources which sought approval for the Authority's first annual Statement of Assurance 2012 – 13.

The Statement, published as a requirement of the revised National Framework, had been designed to provide an accessible way in which communities, Government, local authorities and other partners may make a valid assessment of the efficiency, effectiveness and value for money of their local fire and rescue authority in financial, governance and operational matters.

Members considered the content of the 2012 – 13 Statement of Assurance for the West Yorkshire Fire and Rescue Authority which was statutorily required to be signed off and published in the current financial year.

#### **RESOLVED**

- (i) That the Statement of Assurance 2012 – 13 be approved for publication; and
- (ii) That the Chair of the Authority be authorised to sign off the document at (i) above prior to publication on the Authority's website.

### **38 Amendment – Programme of meetings 2013 – 14**

Consideration was given to a report of the Director of Corporate Resources which presented a revised programme of meetings for 2013 – 14.

Concern had been expressed that the approved programme of meetings in the current year had included an extended gap between the end of the previous cycle and start of the next subsequent cycle of Finance and Resources Committee meetings.

It was proposed to include a fifth meeting of the Committee in 2013 – 14 only to be held in March 2014.

#### **RESOLVED**

That approval be given to the revised programme of meetings 2013 – 14 as follows;

<b>HUMAN RESOURCES COMMITTEE</b>	<b>FINANCE AND RESOURCES COMMITTEE</b>	<b>AUDIT COMMITTEE</b>	<b>COMMUNITY SAFETY COMMITTEE</b>	<b>AUTHORITY</b>
5 July 2013	12 July 2013		19 July 2013	13 Sept 2013
1 Nov 2013	27 Sept 2013 29 Nov 2013	20 Sept 2013	8 November 2013	20 December 2013
17 January 2014	24 January 2014	31 January 2014	7 February 2014	21 February 2014
4 April 2014	28 March 2014	11 April 2014 26 June 2014 (Thurs)	25 April 2014	27 June 2014 (AGM)

### **39 RIPA (Regulation of Investigatory Powers Act 2000) – Inspection feedback and Policy amendment**

The Director of Corporate Resources submitted a report which provided Members with feedback from the Office of Surveillance Commissioner's inspection report together with the revised RIPA (Regulation of Investigatory Powers Act 200) policy.

In that regard, it was reported that an inspection visit had been made on 3 July 2013 by the Assistant Surveillance Commissioner as part of the statutory requirement to review all authorities with power to use covert surveillance. This inspection had been made as part of a 3-yearly cycle of inspections although it was reported that the Authority had never used RIPA powers in the past, they were available should it choose to do so at any time in the future.

Members were advised that the Inspector had examined the Authority's Policy and associated processes and procedures for covert surveillance as well as individual operations. Recommendations received on 1 August had been incorporated into a revised Policy and covered the following issues;

- the need to raise RIPA awareness throughout the service
- the need to establish a RIPA training programme
- a requirement for a six-monthly review of the Policy
- that copies of the relevant Codes of Practice and Office of Surveillance Commissioners procedures, advice and guidance be made available to all likely users of RIPA.

Detail of those areas of the current Policy which required amendment were included at paragraph 2.5 to the report now submitted.

**RESOLVED**

- (i) That the Office of Surveillance Commissioner's inspection report be noted; and
- (ii) That the revised RIPA Policy and Procedures be approved as attached as an annex to the report now submitted.

**40 Presentation – High Rise Fires**

Members received a DVD presentation about lessons learned from the Shirley Towers tragedy in Hampshire in 2010.

Chair