

WEST YORKSHIRE FIRE AND RESCUE AUTHORITY

MINUTES OF THE MEETING HELD AT FIRE AND RESCUE SERVICE HEADQUARTERS, BIRKENSHAW, ON THURSDAY 21 FEBRUARY 2013

Present : Councillors M Khan (in the chair), T Austin, C Burke, D Davies, J Dodds, R Grahame, D Gray, P Harrand, L Holmes, J Hughes, A Hussain, K Renshaw, B Selby, B Smith, A Taylor, G Thornton, C Townsley, A Wainwright, A Wallis and G Wilkinson

Apologies: Councillors S Hamilton and P Wardhaugh

56 ADMISSION OF THE PUBLIC

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

57 URGENT ITEM

There were no urgent items.

58 DECLARATIONS OF INTEREST

The Director of Corporate Resources advised the meeting that dispensation had been granted to all Members present in respect of Disclosable Pecuniary land interest in West Yorkshire as it related to the decisions to be taken at agenda item no. 18 (Medium Term Financial Strategy 2012 / 13 – 2013 / 14) and discussions relating specifically to the levying of the precept. As resolved at the 6 February meeting of the Authority's Executive Committee, the dispensation had been granted for a period of four years until 20 February 2017.

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

59 MINUTES OF THE LAST MEETING

RESOLVED

That the Minutes of the meeting held on 21 December 2012 be signed by the Chair as a correct record.

60 MINUTES OF THE HUMAN RESOURCES COMMITTEE

RESOLVED

That the Minutes of the Human Resources Committee at a meeting held on 18 January 2013 be received.

61 MINUTES OF THE FINANCE AND RESOURCES COMMITTEE

RESOLVED

That the Minutes of the Finance and Resources Committee at a meeting held on 25 January 2013 be received.

62 MINUTES OF THE AUDIT COMMITTEE

RESOLVED

That the Minutes of the Audit Committee at a meeting held on 1 February 2013 be received.

63 MINUTES OF THE EXECUTIVE COMMITTEE

RESOLVED

That the Minutes of the Executive Committee at a meeting held on 6 February 2013 be received.

64 MINUTES OF THE COMMUNITY SAFETY COMMITTEE

RESOLVED

That the Minutes of the Community Safety Committee at a meeting held on 8 February 2013 be received.

65 LOCAL GOVERNMENT ASSOCIATION - MINUTES

It was reported that no Minutes had been published by the Local Government Association in respect of the Safer and Stronger Communities Programme Board and the Fire Services Management Committee since the date of the last meeting.

66 PERFORMANCE MANAGEMENT REPORT

The Director of Corporate Resources submitted a report which outlined the activities of the Brigade in the areas of operations and technical matters for the period 1 April 2012 to 31 December 2012.

Members raised issues and commented on the following;

- The significant reduction in the number of incidents compared with the same period in 2011
- Progress with the Firefly scheme (fitted in a limited number of areas with external grant funding)
- Attacks on firefighters

RESOLVED

- (i) That the report be noted;
- (ii) That Officers be thanked for the delivery of the excellent rate of improvement; and
- (iii) That Members be provided with an update on the outcome of police investigations into attacks on firefighters.

67 REVIEW OF STANDING ORDERS – E-PROCUREMENT

The Director of Corporate Resources submitted a report which sought approval for proposed amendments to the Authority's Constitution (Part 4 Contract Standing Orders) to facilitate electronic tendering.

It was reported that an e-procurement system had been purchased which would improve control of the tender and quotation process and would also enable the Authority to advertise and receive tenders and quotations electronically.

Members were advised that the changes should result in some financial savings in terms of procurement costs and improved comparative cost monitoring.

RESOLVED

That the Director of Corporate Resources be requested to issue a revised Constitution document incorporating the changes to Part 4 (Contract Standing Orders) to facilitate electronic tendering as detailed in the report now submitted.

68 PROGRAMME OF MEETINGS 2013 / 14

Consideration was given to a report of the Director of Corporate Resources which sought approval for a proposed programme of meetings 2013 / 14.

RESOLVED

That the programme of meetings for 2013 / 14 be approved as follows;

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

69 COMMITTEE APPOINTMENTS

Members considered a report of the Director of Corporate Resources which sought nominations for a vacancy on the Audit Committee following the resignation of Councillor D Gray from the committee.

The resignation had also left a vacancy in the position of Vice chair of the Audit committee.

RESOLVED

- (i) That, there being no other nominations, Councillor Dodds be appointed to the Audit Committee for the remainder of the 2012 / 13 municipal year; and
- (ii) That Councillor Dodds be appointed as Vice Chair of the Audit Committee for the remainder of the 2012 / 13 municipal year.

70 SERVICE PLAN ACTION PLAN 2013 – 14

The Director of Corporate Resources submitted a report which sought Members' approval for the publication of the Service Plan Action Plan 2013 – 14.

Approval for the 2012 – 15 Service Plan had been given at the 17 December 2010 meeting of the full Authority. Members were advised that the Service Plan was a document which outlined the ambition, aims, priorities and objectives of the Authority with an annual action plan setting out how the needs and risks within the community would be met in any given year. Detail of the proposed 2013 – 14 Action Plan had been included as an annex to the report.

RESOLVED

That approval be given to publication of the Service Plan Action Plan 2013 – 14.

71 TREASURY MANAGEMENT STRATEGY

Consideration was given to a report of the Chief Finance Officer which presented the Treasury Management Strategy and which sought approval for the investment and borrowing strategies, the policy for the provision of debt repayment and treasury management indicators as set out in the report now submitted.

RESOLVED

- (i) That the investment strategy detailed at section 2.3 and at appendix A of the report be approved;
- (ii) That approval be given to the borrowing strategy outlined in section 2.4 of the report;
- (iii) That the policy for the provision of repayment of debt be approved as outlined in Appendix C to the report; and
- (iv) That the treasury management indicators (Appendix D) be approved.

72 MEDIUM TERM FINANCIAL STRATEGY 2012 / 2013 – 2013 / 2014 (INCORPORATING REVENUE BUDGET AND CAPITAL PLAN)

Members considered a joint report of the Chief Fire Officer and Chief Executive, the Chief Finance Officer and the Director of Corporate Resources which presented an overview of the financial position for the current year together with the draft revenue budget and capital plan for 2013/2014 and medium-term financial plan.

The report included a recommendation for a £4.99 increase to the precept in accordance with the dispensation provided by central government (equivalent to 9.52%).

The detail of the report advised Members of:

- (i) The content of the five-year capital plan (£45.44m) with a forecast expenditure of over £23.5m on the delivery of the Integrated Risk Management Plan (IRMP) changes;
- (ii) Capital financing requirement including £14.7m of central government grant in 2013/2014, capital receipts from the disposal of up to 17 former fire station sites (initial receipts from the sale anticipated for 2015 – 16), capital receipt in 2013 – 14 from the sale of the former Bradford Fire Station site;
- (iii) Anticipated borrowing requirement of £27.8m over the five-year period;
- (iv) Capital finance charges of 7.77% of the revenue budget;
- (v) The medium-term revenue plan to 2017 / 18 (to align with the 5-year capital plan) with forecast revenue balances of £10.0m by 31 March 2013 with a minimum balance to be maintained at £2.5m;
- (vi) A collection fund deficit of £204,762 – to be funded from within the 2013 / 14 revenue budget;
- (vii) Details of the revenue support grant settlement for 2013 / 14 (including the two key changes to the treatment of business rates and the localisation of council tax benefits) and of the provisional settlement for 2014 / 15;
- (viii) Positive assurance from the Chief Finance Officer under section 25 of the Local Government Act 2003 of the adequacy of balances and the robustness of the budget estimates;
- (ix) Budget options for 2013 / 14; and
- (x) The investment strategy.

Councillor Harrand moved an amendment to the recommendations detailed at paragraph 9.1 of the report. The amendment was seconded by Councillor Holmes and recommended approval by the Authority of a smaller increase in the precept (3%).

A recorded vote was requested by Councillor Harrand when the following results were recorded;

Councillors Debbie Davies, Peter Harrand, Lisa Holmes, Angela Taylor and Gerald Wilkinson voted in favour of the amendment.

Councillors Tracy Austin, Cahal Burke, Joanne Dodds, Ron Grahame, David Gray, Judith Hughes, Arif Hussain, Mehboob Khan, Karen Renshaw, Brian Selby, Bryan Smith, Gill Thornton, Chris Townsley, Alan Wainwright and Anthony Wallis voted against the amendment.

The amendment was declared lost and, at the request of Councillor Harrand a recorded vote was taken in respect of the recommendations as detailed at paragraph 9.1 of the report with results as follows;

Councillors Tracy Austin, Cahal Burke, Joanne Dodds, Ron Grahame, David Gray, Judith Hughes, Arif Hussain, Mehboob Khan, Karen Renshaw, Brian Selby, Bryan Smith, Gill Thornton, Chris Townsley, Alan Wainwright and Anthony Wallis voted in favour of the recommendations, and

Councillors Debbie Davies, Peter Harrand, Lisa Holmes, Angela Taylor and Gerald Wilkinson voted against the recommendations.

It was, therefore,

RESOLVED

1. (i) that, having considered the Prudential Indicators relating to the revenue costs of funding capital investments, Members approved the proposed five-year Capital Investment Plan set out in Appendix B of the report;
- (ii) that approval be given to the Prudential Indicators in respect of:-
 - a) the Capital Financing Requirement as set out in Table 1 in paragraph 3.2
 - b) the level of External Debt also set out in Table 1;
 - c) the Authorised Limit for external debt as set out in paragraph 3.4.1;
 - d) the Operational Boundary for external debt also set out in paragraph 3.4.1;
- (iii) Having considered the recommendations of the Chief Fire Officer / Chief Executive and the Chief Finance Officer on service delivery and related budget requirements and, having taken account of the views of the consultees and, acting in accordance with the requirements of the Local Government Finance Act 1992 (as amended) ("the Act") and, having approved a capital expenditure programme for the financial year 2013/14 of £13.709m and, having calculated its basic amount of council tax for the year by dividing its council tax requirement by its council tax bases, which the Authority notes have been determined by the District Councils, are as follows for financial year 2013/14 :

	Tax base
Bradford	£123,787.00
Calderdale	£56,746.19
Kirklees	£108,922.00
Leeds	£208,529.00
Wakefield	£89,296.00
Total	£587,280.19

2. The Authority calculates its council tax requirements under Sections 40 to 47 of the Act for Financial Year 2013/14 as the aggregate of the following:
 - (i) The Authority calculates the aggregate of (A)
 - £86,719,000 being the expenditure the Authority estimates it will incur in the year in performing its functions and will charge to the revenue account for the year in accordance with proper practices.
 - Calculates the allowance as the Authority estimates will be appropriate for contingencies in relation to amounts to be charged or credited to the revenue account for the year in accordance with proper practice as zero.
 - £970,000 as the financial reserves which the Authority estimates it will be appropriate to raise in year for meeting estimated future expenditure.
 - Such financial reserves as are sufficient to meet so much of the amount estimated by the Authority to be a revenue account deficit for any earlier financial year as has not been provided for as zero.
 - (ii) The Authority calculates the aggregate of (B)
 - The income which it estimates that will accrue to it in the year and which it will credit to a revenue account for the year in accordance with proper practices, other than income which it estimates will accrue to it in respect of any precept issued by it to be £53,797,088.
 - The amount of financial reserves which the Authority estimates that it will use in order to provide for the items mentioned is £0.000m.
 - (iii) Council Tax requirement
 - The aggregate calculated under subsection 42a(2) (aggregate of A) of the act exceeds the amount calculated under subsection 42a(3) (aggregate of B) by £33,709,912 which is calculated to be the council tax requirement for the year.
 - (iv) Basic amount of council tax
 - The Authority calculates its basic amount of council tax by dividing the council tax requirement by the council tax base. The council tax requirement is £33,709,912 and the council Tax base is £587,280.19, which is equal to £57.40 at Band D. This calculation meets the requirement under S42B of the Act.
3. The Authority calculates the Council Tax sums pursuant to Section 47 of the Act as follows;

Band A		£38.27
Band B		£44.64
Band C		£51.02
Band D		£57.40
Band E		£70.16
Band F		£82.91
Band G		£95.67
Band H		£114.80

4. The Authority calculates the resultant precept amounts payable by each constituent District Council pursuant to Section 48 of the Act as follows

Bradford		£7,105,380
Calderdale		£3,257,234
Kirklees		£6,252,128
Leeds		£11,969,575
Wakefield		£5,125,595
Total		£33,709,912

5. Resolved that the precept for each constituent District Council, as calculated and set out above, be issued to them pursuant to Section 40 of the Act.

Chair