

WEST YORKSHIRE FIRE AND RESCUE AUTHORITY
MEETING OF THE FINANCE AND RESOURCES COMMITTEE
HELD ON 13 JULY 2012
AT FIRE SERVICE HEADQUARTERS, BIRKENSHAW

Present: Councillors B Smith (in the Chair); J Dodds, A Hussain, P Harrand, L Holmes, C Burke and P Wardhaugh.

Apologies: Councillors A Taylor; B Selby and G Thornton

1 MINUTES OF THE LAST MEETING

RESOLVED

That the Minutes of the Committee at a meeting held on 20 January 2012 be signed by the Chair as a correct record.

2 URGENT ITEM

None

3 EXCLUSION OF THE PUBLIC – SECTION 100a, LOCAL GOVERNMENT ACT 1972

That the public and press be excluded from the meeting during consideration of the items of business specified below as it was likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public and press were present during these items, there would be disclosure to them of exempt information of the descriptions 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
E8	Localisation of Council Tax Benefit Scheme	8	Local Government Act 1972 Schedule 12A(4) Information relating to any consultations or negotiations

4 DISCLOSURES OF INTEREST

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

5 QUARTERLY FINANCIAL REVIEW

The Chief Finance Officer (CFinO) submitted a report to present a quarterly overview of the financial position of the Authority. The report is split into four sections dealing with revenue expenditure, capital expenditure, treasury management and debtors and creditors.

The CFinO advised Members on the Treasury Management strategy whereby the strategy sets out how the Authority will deal with its cash flows arising from the capital investment plan and revenue budget.

The following points were raised in discussion;

Members asked if investments were carried out by Kirklees Council. The CFinO said they were and that as part of the budget process the Finance and Resource Committee approves where we can and cannot invest. Kirklees works within these parameters.

Members enquired about control of overtime and asked does the amount of time spent at major incidents affect the overtime budget. The Director of Service Delivery (DSD) informed Members that most of the overtime is planned but can be affected by peak times, for example bonfire night. The DSD said that the pre-planned overtime was being more tightly managed.

Members enquired about the amounts invested in the Money Market Funds and why they were not invested in Bank of Scotland (BoS). The CFinO explained that there are limits within the treasury management policy as to the amount that can be invested in BoS and it was principally used for cash flow purposes.

RESOLVED

- (i) That the report be noted;
- (ii) That the revised revenue budget be approved; and
- (iii) That the revised capital plan be approved.

6 WEBSITE ACCESSIBILITY

The Senior Corporate Resources Manager (SCRM) delivered a report on behalf of the Director of Corporate Resources (DCR) to present the outcome of an accessibility audit on the corporate website. WYFRA will follow the good practice learned from The Shaw Trust process and continue to use its corporate website and available digital media/channels to engage local and online communities as part of its integrated communication strategy. The

SCRM proposed that the Shaw Trust accreditation would not be renewed unless, in the future, significant changes were made to the website.

RESOLVED

That the report be noted.

7 INFORMATION GOVERNANCE

The Senior Corporate Resources Manager presented a report on behalf of the DCR to provide an annual update on the implementation of Information Governance arrangements within WYFRS and to report on progress made towards the introduction of an Information Security Management System (ISMS).

The report provided an annual update on the implementation of Information Governance arrangements throughout the Authority including progress of the Information Governance Framework as approved by Management Board in December 2008. The report highlighted the progress made towards compliance with the 6 strands and 76 standards of the framework. An Improvement Plan had been implemented and priorities assigned to all standards.

The SCRM brought to the attention of Members the significant increase in compliance from the initial 51% in November 2008 to 83% in March 2012. Members were also informed that as a result of an Internal Audit, the Authority was awarded a 'Substantial Assurance' rating in 2010 for its Information and ICT Governance arrangements, the highest rating achievable. Also that as part of the Customer Service Excellence Audit in 2011 the items noted in this report had achieved Compliance Plus. Highlighting once again that the Authority has a well-structured approach to Information Governance over and above the required standard.

A Member raised concerns about the two areas that were shown as red; Controlled Business Vocabulary and Records Management Competencies. The SCRM informed the Committee that these areas would be focussed on over the next 12 months.

RESOLVED

That the report be noted.

8 LOCALISED COUNCIL TAX BENEFIT SCHEMES

(The item was considered as exempt information under Schedule 12A(3) of the Local Government Act 1972 – Information relating to any consultations or negotiations).

The Chief Finance Officer delivered a report to Members on the introduction of localised council tax benefit schemes.

RESOLVED

- (i) That the response to the consultation as attached to the report now submitted be approved for submission to Bradford Council; and
- (ii) That the response at (i) above be used as the basis of the response to the other Authorities' consultations.

Chair