

WEST YORKSHIRE FIRE AND RESCUE AUTHORITY

**MINUTES OF THE MEETING
HELD AT FIRE AND RESCUE SERVICE HEADQUARTERS, BIRKENSHAW,
ON THURSDAY 16 FEBRUARY 2012**

Present : Councillors D Ridgway (in the chair), T Austin, C Bampton-Smith, V Binney, R Brown, A Castle, J Cole, J Dodds, R Grahame, D Hall, P Harrand, D Hopkins, J Hughes, A Hussain, M Khan, A McKenna, B Smith, G Thornton, C Townsley and A Wallis

Apologies: Councillor S Hamilton and J Illingworth

55 ADMISSION OF THE PUBLIC

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

56 URGENT ITEM

There were no urgent items.

57 DECLARATIONS OF INTEREST

There were no declarations of interest made in any matter under consideration at the meeting.

58 MINUTES OF THE LAST MEETING

RESOLVED

That the Minutes of the meeting held on 16 December 2011 be signed by the Chair as a correct record.

59 MINUTES OF THE FINANCE AND RESOURCES COMMITTEE

RESOLVED

That the Minutes of the Finance and Resources Committee at a meeting held on 20 January 2012 be received.

60 MINUTES OF THE PERSONNEL AND TRAINING COMMITTEE

RESOLVED

That the Minutes of the Personnel and Training Committee at a meeting held on 27 January 2012 be received.

61 MINUTES OF THE AUDIT COMMITTEE

RESOLVED

That the Minutes of the Audit Committee at a meeting held on 3 February 2012 be received.

62 MINUTES OF THE COMMUNITY SAFETY COMMITTEE

RESOLVED

That the Minutes of the Community Safety Committee at a meeting held on 10 February 2012 be received.

63 LOCAL GOVERNMENT ASSOCIATION - MINUTES

RESOLVED

- (i) That the Minutes of the Fire Commission at a meeting held on 9 December 2011 be received; and
- (ii) That the Minutes of the Fire Services Management Committee at a meeting held on 17 November 2011 be received.

64 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 2011 to 31 December 2011.

Members raised issues and commented on the following;

- Response to false alarms
- Complaints (type and numbers upheld)
- Target setting
- Type of incidents in Bradford district
- Road Traffic collision figures

RESOLVED

That the report be noted.

65 PROGRAMME OF MEETINGS 2012 / 13

Consideration was given to a report of the Director of Corporate Resources which sought approval for a proposed programme of meetings 2012 / 13.

RESOLVED

That the programme of meetings for 2102 / 13 be approved as follows;

FRIDAY HUMAN RESOURCES COMMITTEE	FRIDAY FINANCE & RESOURCES COMMITTEE	FRIDAY AUDIT COMMITTEE	FRIDAY COMMUNITY SAFETY COMMITTEE	FRIDAY AUTHORITY (29 June 2012)
6 July 2012	13 July 2012		20 July 2012	7 September 2012
2 Nov 2012	21 Sept 2012 30 Nov 2012	14 Sept 2012	9 Nov 2012	21 December 2012
18 Jan 2013	25 Jan 2013	1 February 2013	8 Feb 2013	21 February 2013 (Thursday) **
12 April 2013		19 April 2013 27 June 2013 (Thurs)	26 April 2013	28 June 2013 (AGM)

66 MEDIUM TERM FINANCIAL STRATEGY 2012 / 2013 – 2015 / 2016 (INCORPORATING REVENUE BUDGET, CAPITAL PLAN AND TREASURY MANAGEMENT)

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 2012/2013 and three-year financial strategy. The report included two alternative precept strategies for 2012/2013 for a precept freeze and a 4% precept increase.

The report also sought approval for the Treasury Management Strategy and prudential indicators.

The detail of the report advised Members of:

- (i) The content of the three-year capital plan (£28.46m) with a forecast spend by the end of 2012/2013 of £11.59m;
- (ii) Capital financing requirement of £68m in 2012/2013;
- (iii) The authorised limit for external debt of £75m and an authorised boundary of £70m;
- (iv) Capital finance charges of 8.04% of the revenue budget;
- (v) Forecast revenue balances of £9.0m by 31 March 2012 with a minimum balance to be maintained at £2.5m;
- (vi) A collection fund deficit of £217,164 – to be funded from within the 2012 / 13 revenue budget;
- (vii) Details of the two-year revenue support grant settlement;
- (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 2012 / 13;
- (x) The investment strategy; and
- (xi) The need to include the Co-operative Bank on the list of unspecified investment as it did not meet the Treasury Management criteria but was the Authority's banker.

RESOLVED

1.
 - (i) that, having considered the Prudential Indicators relating to the revenue costs of funding capital investments, members approved the proposed three year Capital Investment Plan set out in Appendix G of the report.
 - (ii) that members gave approval 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;
 - e) the borrowing strategy outlined in section 10.5;
 - f) the investment strategy outlined in section 10.5;
 - g) the policy for provision of repayment of debt outlined in appendix C of the report;
 - h) the treasury management indicators in Appendix A;
 - i) the Finance and Resources Committee being given responsibility for challenging and reviewing treasury management activities, and that training is provided to allow them to do so.

that members select a budget option and precept strategy from the options set out in paragraph 9.
2. 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 2012/13 of £11.586m 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 2012/13 :

	Tax base
Bradford	£149,120.00
Calderdale	£66,486.31
Kirklees	£128,336.00
Leeds	£240,051.00
Wakefield	£102,092.00
Total	£686,085.31

3. The Authority calculates its council tax requirements under Sections 40 to 47 of the Act for Financial Year 2012/13 as the aggregate of the following:

3.1 The Authority calculates the aggregate of (A)

- £88,139,147 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.
- Calculates the financial reserves which the authority estimates it will be appropriate to raise in year for meeting estimated future expenditure as zero.
- 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.

3.2 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 £52,181,864.
- The amount of financial reserves which the Authority estimates that it will use in order to provide for the items mentioned is £0.000m.

3.3 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 £35,957,283 which is calculated to be the council tax requirement for the year.

3.4 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 £35,957,283 and the council Tax base is £686,085.31, which is equal to £52.41 at band d. This calculation meets the requirement under S42B of the Act.

4. The Authority calculates the Council Tax sums pursuant to Section 47 of the Act as follows

Band A		£34.94
Band B		£40.76
Band C		£46.59
Band D		£52.41
Band E		£64.06
Band F		£75.70
Band G		£87.35
Band H		£104.82

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

Bradford		£7,815,282
Calderdale		£3,484,504
Kirklees		£6,726,006
Leeds		£12,580,916
Wakefield		£5,350,575
Total		£35,957,283

6. 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.

67 NATIONAL FRAMEWORK AND STRATEGIC GOVERNANCE ARRANGEMENTS – CONSULTATION REPORT

The Director of Operations and the Director of Corporate Resources submitted a joint report which advised of the draft response to Communities and Local Government (CLG) on the Fire and Rescue National Framework for England consultation document together with the CLG / CFOA (Chief Fire Officers Association) “Strategic governance arrangements for Fire and Rescue” national resilience discussion paper.

RESOLVED

That approval be given to the response for submission to Communities and Local Government.

68 PAY ACCOUNTABILITY – LOCALISM ACT 2011

Consideration was given to a report of the Director of Human Resources which sought approval for the Pay Accountability Provisions statement required by the Localism Act 2011 and as detailed in an annex to the report now submitted together with the Pay Policy 2012 / 13.

Members were advised that publication of this information would now be an annual requirement for the Authority.

RESOLVED

That the Pay Policy 2012 / 13 and the Pay Accountability Provisions statement be approved for publication.

69 SERVICE PLAN – ACTION PLAN 2012 – 13

The Director of Corporate Resources submitted a report which sought approval for the publication of the Service Plan Action Plan 2012 – 13.

It was reported that the Action Plan, if approved, would be produced for implementation on 1 April 2012. The Plan set out the action to be taken to ensure the priorities and objectives of the Authority were met in accordance with the Service Plan 2011 – 2015.

RESOLVED

That approval be given to the publication of the Service Plan Action Plan 2102 – 13.

70 BIKEABILITY

Calderdale District Commander, Nigel Hotson, gave a brief presentation on the Bikeability scheme, operated in conjunction with Calderdale Council (Calderdale Road Safety Partnership) with the assistance of bequeathed monies from the estate of Mary Eastwood.

The scheme had been a great success and, in the current financial year, would have targeted over 1500 children from the Calderdale district with a view to increasing cycling skills and reducing road traffic collisions involving cyclists.