



# Minutes

## Full Authority

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Date: 20 September 2019

Time: 10.30 am

Venue: Fire and Rescue Headquarters, Birkenshaw

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Present: Councillor T Austin (in the Chair), M Akhtar, G Almas, C Anderson, S Benton, R Downes, J Fenton-Glynn, R Grahame, P Harrand, L Holmes, R Hunt, D Jenkins, N Mohammed, M Pervaiz, M Pollard, K Renshaw, F Shaheen, A Tait, S Tulley and A Wenham

In Attendance: None

Apologies: Councillors D O'Donovan and J Sunderland

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## 27 Chair's announcements

### Resignation of Councillor L Holmes

It was reported that Councillor Holmes had submitted her resignation from the West Yorkshire Fire and Rescue Authority with effect from 30 September 2019.

On behalf of the Authority Councillor Austin thanked Councillor Holmes for her service and commitment both to the Authority and to the communities of West Yorkshire during her 7 years of membership.

### Retirement of Assistant Chief Officer Ian Bitcon

Members were advised that Assistant Chief Officer Ian Bitcon had retired from the West Yorkshire Fire and Rescue Service with effect from 20 September 2019. Members asked that their best wishes be forwarded to Ian Bitcon in his absence and that he be thanked for his time and commitment during his time with West Yorkshire Fire and Rescue Service and to the Fire Service in general.

It was reported that Nick Smith would replace him as Assistant Chief Officer / Director of Service Support.

## **28 Admission of the public**

There were no items which required the exclusion of the public and press.

## **29 Urgent items**

### Membership of the Authority and appointment to Committees

Consequent upon the retirement of Councillor Holmes it was reported that Councillor David Hall (Kirklees – Conservative) would be appointed to the Fire Authority with effect from 1 October 2019. Consideration was given to the allocation of committee places.

### **RESOLVED**

- a) That the appointment of Councillor David Hall with effect from 1 October 2019 be noted; and
- b) That the appointment of Councillor Hall to the Finance & Resources and the Community Safety Committee and that of Councillor Harrand to the Finance & Resources pre-meeting briefing group be approved.

## **30 Declarations of interest**

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

## **31 Minutes of the last meeting**

### **RESOLVED**

That the Minutes of the meeting held on 27 June 2019 be signed by the Chair as a correct record.

## **32 Matters arising**

There were no matters arising from the Minutes of the previous meeting.

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

### **RESOLVED**

That the Minutes of the Human Resources Committee at a meeting held on 5 July 2019 be received.

## **34 Minutes of the Local Pension Board**

### **RESOLVED**

That the Minutes of the Local Pension Board at a meeting held on 5 July 2019 be received.

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

#### **RESOLVED**

That the Minutes of the Community Safety Committee at a meeting held on 12 July 2019 be received.

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

#### **RESOLVED**

That the Minutes of the Finance and Resources Committee at a meeting held on 19 July 2019 be received.

### **37 Minutes of the Audit Committee**

#### **RESOLVED**

That the Minutes of the Audit Committee at a meeting held on 26 July 2019 be received.

### **38 Minutes of the Executive Committee**

#### **RESOLVED**

That the Minutes of the Executive Committee at meetings held on 15 July and 12 August 2019 be received.

### **39 Minutes of the Tri-Service Collaboration Board**

Comment was made with regard to the importance of employee support in incidences of Post-Traumatic Stress Disorder (PTSD).

#### **RESOLVED**

That the Minutes of the Tri-Service Collaboration Board at a meeting held on 11 July 2019 be noted.

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

#### **RESOLVED**

That the Minutes of the Fire Commission and the Fire Services Management Committee at meetings held on 24 May and 28 June 2019 respectively be noted.

### **41 Performance Management report – 1 April – 30 June 2019**

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 period 1 April – 30 June 2019.

Members commented on the following issues;

- Actual rescue figures – these included those incidents where there had been forced entry resulting from a cause of concern by other agencies. It was noted that these figures would be adjusted subsequent upon the results of the forced entry pilot scheme in order that Members may be able to better identify the difference between the different types of rescue.
- Dwelling fires – were these to continue on the same trajectory, the 2019 final figures would be the lowest on record for West Yorkshire Fire and Rescue Service
- Fires where no smoke alarm was activated – this did cause concern and demonstrated the increasing need for targeted intervention
- The proportion of properties without alarms fitted which were tenanted – it was hoped that new legislation requiring properties to have a working smoke alarm on each floor would have a positive impact on these figures
- Water rescues
- Fire-related injuries
- Capacity to undertake Operational Risk Visits and related timescales (in cases of the identification of high risk individuals / properties). Focus of ORV visits to commercial premises
- Secondary fires – weather dependent, recording protocols
- Special service calls

Additional information was circulated at the meeting which advised Members of the current most up to date figures to better facilitate comparison and timeliness of reporting.

## **RESOLVED**

That the report be noted.

## **42 Programme of change 2019 – 20 – update**

The Director of Service Support submitted a report which updated Members on the progress in relation to the Programme of Change 2019 – 20. It was reported that all projects had either been completed or were on track for completion.

## **RESOLVED**

That the report be noted.

## **43 Statement of Assurance 2018 – 19**

Members considered a joint report of the Director of Service Support and the Chief Legal and Governance Officer which sought approval for the Statement of Assurance 2018 - 19 as a valid assessment of West Yorkshire Fire and Rescue Authority's performance.

The Statement, a requirement of the revised National Framework, was statutorily required to be signed off and published in the current financial year.

## **RESOLVED**

That the West Yorkshire Fire and Rescue Authority Statement of Assurance 2018 - 19 be signed and approved for publication.

### **44 Integrated Risk Management Plan 2020 – 21**

A report of the Director of Service Support was considered by Members which sought approval for a 10-week formal consultation period on four new proposals for inclusion in the Integrated Risk Management Plan 2020 – 21 as follows;

- A review and modification of the Day Crew (Close Call) Duty system
- A reduction of aerial appliances from five to four
- The reduction of the resilience fleet from 11 to 5 engines
- A review of the Fire Protection team to identify opportunities to increase capacity

It was reported that the 10-week period would end on 29 November 2019 and feedback would be presented to the 13 December meeting of the Authority. A copy of the Communications Plan which set out the mechanisms through which the public consultation would be achieved was attached as an annex to the report now submitted.

## **RESOLVED**

- a) That the content of the business cases be noted, and;
- b) That approval be given to the 10-week period of formal consultation on the four business cases for inclusion in the Integrated Risk Management Plan 2020 – 21.

### **44 Appointment of the Vice chair**

Members were advised that Councillor Tracey Austin would step down as Vice chair of the Fire Authority with immediate effect and it was,

## **RESOLVED**

- a) That Councillor Steve Tulley be appointed Vice chair of the West Yorkshire Fire and Rescue Authority with immediate effect; and
- b) That Councillor Tulley be appointed to the Executive Committee to replace Councillor Austin with immediate effect.

Chair