



# Minutes

## Full Authority

---

Date: 21 February 2020

Time: 10.30 am

Venue: Fire and Rescue Headquarters. Birkenshaw

---

Present: Councillor D O'Donovan (in the Chair), M Akhtar, G Almas, C Anderson, T Austin, R Downes, R Grahame, D Hall, P Harrand, R Hunt, D Jenkins, D Kirton, N Mohammed, M Pollard, K Renshaw, F Shaheen, J Sunderland, A Tait, S Tulley and A Wenham

In Attendance: None

Apologies: Councillors J Fenton-Glynn and M Pervaiz

---

### **65 Chair's announcements**

#### Firefighter Andrew Moore, West Midlands Fire and Rescue Service

Members stood in silent tribute to mark the recent tragic death of Firefighter Andrew Moore, West Midlands Fire and Rescue Service.

The Chair took the opportunity to remind those present of the importance of being kind and supportive of colleagues whatever their position within our organisation and to maintain a focus on the importance of good mental health.

### **66 Urgent items**

None.

### **67 Admission of the public**

The meeting determined that there were no items which required the exclusion of the public and press.

## **68 Declarations of interest**

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

## **69 Fire Authority membership and committee places**

Consideration was given to a report of the Chief Legal and Governance Officer which advised of a change in membership of the Authority following the resignation of Councillor S Benton (Conservative - Calderdale).

Notification had been received from Calderdale MBC and it was reported that Councillor Benton had been replaced with effect from 30 January 2020 by Councillor David Kirton (Conservative). It was further proposed that Councillor Kirton be appointed to the Human Resources and Community Safety Committees to fill the vacancies consequent upon the departure of Councillor Benton.

Members were advised that there was no change to the political balance of the Fire Authority.

### **RESOLVED**

That Councillor David Kirton (Conservative) be appointed as substantive member of the Human Resources and Community Safety Committees for the remainder of the 2019 – 20 municipal year.

## **70 Minutes of the last meeting**

### **RESOLVED**

That, subject to the correction of a typographical error at Min. no. 62, the Minutes of the Authority at a meeting held on 13 December 2019 be signed by the Chair as a correct record.

## **71 Matters arising**

None.

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

### **RESOLVED**

That the Minutes of the Human Resources Committee at a meeting held on 10 January 2020 be noted.

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

### **RESOLVED**

That the Minutes of the Community Safety Committee at a meeting held on 24 January 2020 be noted.

## **74 Minutes of the Audit Committee**

### **RESOLVED**

That the Minutes of the Audit Committee at a meeting held on 31 January 2020 be noted.

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

### **RESOLVED**

That the Minutes of the Local Pension Board at a meeting held on 31 January 2020 be noted.

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

### **RESOLVED**

That the Minutes of the Finance and Resources Committee at a meeting held on 7 February 2020 be noted.

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

It was reported that there were no current Minutes available for noting from the Local Government Association.

## **78 Programme of meetings 2020 – 2021**

The Chief Legal and Governance Officer submitted a report which sought approval for the proposed programme of meetings for 2020 – 21.

### **RESOLVED**

That the programme of meetings 2020 – 2021 be approved as detailed at Annex A to these Minutes.

## **79 Member support and profile raising – results**

Members considered a report of the Chief Legal and Governance Officer which advised of the results of a survey of Members' views on ways in which their profile, and that of the Authority, may be enhanced and ways in which support may be offered to assist them in their role as Fire Authority Members.

Response and comments from 11 Members subsequent upon the circulation of the questionnaire in June 2019 had been received and were attached, together with officer comments and responses where appropriate, as an annex to the report now submitted.

### **RESOLVED**

- a) That the report be noted;
- b) That the report be submitted to the political groups for further detailed consideration; and

c) That, subsequent upon b) above, Members' views on support and profile raising be reported back to a future meeting.

## **80 Customer Service Excellence assessment 2019**

The Chief Legal and Governance Officer submitted a report which updated Members on the Customer Service Excellence assessment 2019.

It was reported that the Authority had attained the Customer Service Excellence standard with full compliance against all 57 elements including 20 Compliance Plus awards.

### **RESOLVED**

- a) That the report be noted; and
- b) That Members' congratulations be passed to all members of staff who have contributed to the excellent awards under the Customer Service Excellence scheme.

## **81 Performance Management report**

Consideration was given to a report of the Chief Legal and Governance Officer which advised of the Authority's performance for the period 1 April to 31 December 2019 against key performance indicators. A copy of the latest figures up to 20 February was circulated at the meeting for Members' information.

Members again noted that the protocol with the ambulance service for gaining entry had impacted on the actual rescue figures and it was reported that 183 of the total had been ambulance assistance. This did not, however, change the RAG rating which would remain on the amber / red threshold (10% outside target).

Updated information was further provided with regard to the number of fatalities (including accidental deaths) of which there had been five to date in 2020, together with the relevant figures relating to West Yorkshire Fire and Rescue Service response to the recent storms.

The following specific areas were the subject of questioning by Members;

- Role of West Yorkshire Fire and Rescue Service in land management issues
- Consistency across the Districts in the delivery of Operational Risk Visits (ORV's), development of the service and timeframes for specialist referrals
- Consistency of reporting violence at work incidents
- Financial and practical arrangements for the use of the military to assist in specific incidents
- Central government funding and additional demands on resources in flooding / wildfire and other climate related incidents, and
- Hydrant / water availability in emergency situations

### **RESOLVED**

That the report be noted.

## **82 Pay Policy Statement 2020 – 21**

The Chief Employment Services Officer submitted a report which had been produced in accordance with the provisions of the Localism Act 2011 and which sought approval for the Authority's Pay Policy Statement 2020 – 21.

Members were advised that the figures reflected an increase in the Chief Fire Officer wage multiplier which was due to the timing of relevant pay awards. It was further reported that, the pay level of the lowest paid employee who, under current pay scales, had been recorded as being below the Living Wage (increased in November 2019) was also the result of the pending Local Government pay award due to take effect on 1 April 2020. This would, once again, bring the relevant pay scale to a level above the Living Wage (£9.30 / hour).

### **RESOLVED**

That the Pay Policy Statement 2020 – 21 be approved.

## **83 Your Service priorities 2020 - 21**

Consideration was given to a report of the Director of Service Support which sought approval for the revised strategic priorities for 2020 – 21.

It was reported that the priorities had been revised to reflect the challenges and opportunities presented by the report of Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS), the recommendations of the Grenfell Phase One report, The State of Fire 2019 report and the changing risk profile across West Yorkshire.

### **RESOLVED**

That the revised strategic priorities be approved for inclusion in Your Fire & Rescue Service priorities 2020 – 23 as detailed in the report now submitted.

## **84 Programme of Change 2020 - 21**

Members received a report of the Director of Service Support which advised of a revision of the Programme of Change 2020 – 21 to reflect progress and the addition of new activities as detailed in the report now submitted.

Further specific information was sought by Members on;

- On-call firefighter recruitment
- BME / female recruitment
- Programme monitoring and review, and
- ICT project delivery

### **RESOLVED**

That the revised Programme of Change 2020 – 21 be approved for inclusion in Your Fire & Rescue Service priorities 2020 – 23.

## **85 Grenfell Tower inquiry update**

The Director of Service Delivery submitted a report which updated Members on the actions taken by West Yorkshire Fire and Rescue Service following the release of the Grenfell Tower Inquiry Phase 1 report. Members were further advised of the Government response to that report and were provided with an overview of the Phase 2 proceedings.

It was reported that a scoping and gap analysis of the service was well underway and a draft action plan was being developed and the Project Team would be expanded by two additional posts from March 2020. Joint working was also being undertaken and West Yorkshire Fire and Rescue Service continued to engage with other partners including District Councils, the National Fire Chiefs' Council and social housing providers.

Additional information was provided about the current position with regard to the request to remove dangerous cladding from the across the County (11 out of the original 13 affected buildings had yet to undertake and complete relevant works) and Members were advised of the central government funding criteria for householder assistance which was entirely dependent upon the type of cladding used.

### **RESOLVED**

That the report be noted.

## **86 Treasury Management Strategy 2020 – 21**

The Chief Finance and Procurement Officer submitted a report which sought approval for the Treasury Management Strategy 2020 – 21.

### **RESOLVED**

- a) That the investment strategy in section 2.3 and Annex A be approved,
- b) That approval be given to the borrowing strategy outlined in section 2.4,
- c) That the capital strategy be approved as outlined in section 2.5,
- d) That the policy for provision of repayment of debt outlined in Annex C be approved,
- e) That the Treasury Management indicators detailed at Annex D be approved, and
- f) That the Capital Plan at Annex E be noted.

## **87 Capital investment, draft revenue budget and medium term financial plan**

Members considered a report of the Chief Finance and Procurement Officer which presented detail of the proposed revenue budget for 2020 – 21 together with the four-year medium term financial plan and capital programme. It was reported that the threshold for precept increase without referendum had been reduced to 1.99% for 2020 – 21 as had been indicated subsequent upon the 2019 - 20 finance settlement.

The report covered the following main issues;

- Four-year capital plan totalling £49.861m including expenditure of £7.380m in 2020 - 21
- General fund balance of £5.0m and £31m in earmarked reserves
- Increase in grant of £2.5m

- Scenarios reflecting the impact of the financial uncertainty from 2021

**RESOLVED**

- a) That Members give approval to the Prudential Indicators in respect of:
1. the Capital financing Requirement as set out in paragraph 3.2;
  2. the level of External Debt also set out in paragraph 3.2;
  3. the Authorised limit for external debt as set out in paragraph 3.4;
  4. the Operational Boundary for external debt also set out in paragraph 3.4.
- b) Having considered the recommendations of the Chief Fire Officer/Chief Executive and the Chief Finance and Procurement 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 2020/2021 of £7.380m 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, that the figures are as follows for financial year 2020/21.

	2020/21
Authority	Tax Base
Bradford	£144,350.00
Calderdale	£62,717.19
Kirklees	£120,827.80
Leeds	£231,377.60
Wakefield	£103,175.00
<b>TOTAL</b>	<b>£662,447.59</b>

- c) The Authority calculates its council tax requirements under Sections 40 to 47 of the Act for Financial Year 2020/21 as the aggregate of the following:

The Authority calculates the aggregate of (A) as set out in Appendix B.

- £87,622,961 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.
- £0 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.

- £0 The financial reserves which the Authority estimates it will be appropriate to raise in year for meeting estimated future expenditure.
- £0 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.

The Authority calculates the aggregate of (B) as set out in Appendix B

- £43,989,813 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.
- 
- £0 The amount of financial reserves which the Authority estimates that it will use in order to provide for the items mentioned.

#### Council Tax Requirement

- £43,633,148 The aggregate calculated under subsection 42a(2) (aggregate of A) of the Act exceeds the amount calculated under subsection 42a(3) (aggregate of B) which is calculated to be the council tax requirement for the year.

#### Basic amount of council tax

- £65.87 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 £43,633,148 and the council tax base is £662,447.59 which is equal to £65.87 at band D. This calculation meets the requirement under S42B of the Act.



d) The Authority calculates the Council Tax sums pursuant to Section 47 of the Act as follows:

Band A	£43.91
Band B	£51.23
Band C	£58.55
Band D	£65.87
Band E	£80.50
Band F	£95.14
Band G	£109.78
Band H	£131.73

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

District	Precept
Bradford	£9,507,839
Calderdale	£4,130,966
Kirklees	£7,958,512
Leeds	£15,240,048
Wakefield	£6,795,783
<b>TOTAL</b>	<b>£43,633,148</b>

f) 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.

## **88 Her Majesty’s Inspectorate of Constabulary and Fire & Rescue Service – update and national overview**

Members received a report of the Director of Service Support which provided an overview of West Yorkshire Fire and Rescue Service’s (WYFRS) inspection report carried out by Her Majesty’s Inspectorate of Constabulary and Fire & Rescue Service (HMICFRS) together with a summary of the national overview “State of Fire and Rescue” report.

It was formally reported that the result of the inspection process that had taken place from February – June 2019 had resulted in an award of “good” for West Yorkshire Fire and Rescue Service.

Members were advised that some areas for development had been identified (both as a direct result of the inspection and as a more general national response to the overview of the Fire and Rescue Service) and that these were currently being progressed.

It was reported that a follow-up inspection would be made by HMICFRS commencing at the end of August 2020.

**RESOLVED**

- a) That the report be noted; and
- b) That staff be congratulated for the excellent results of the inspection process and be encouraged to continually strive to develop and improve West Yorkshire Fire and Rescue Service.

Chair



**PROGRAMME OF MEETINGS 2020 / 2021**

<b>FRIDAY 10.30AM HUMAN RESOURCES COMMITTEE</b>	<b>FRIDAY 11.30AM LOCAL PENSION BOARD</b>	<b>FRIDAY 10.30AM FINANCE &amp; RESOURCES COMMITTEE</b>	<b>FRIDAY 10.30 AM AUDIT COMMITTEE</b>	<b>FRIDAY 10.30AM COMMUNITY SAFETY COMMITTEE</b>	<b>FRIDAY 10.30AM AUTHORITY</b>
10 July 2020	10 July 2020	17 July 2020	31 July 2020	24 July 2020	25 September 2020
9 October 2020	-	16 October 2020	23 October 2020	30 October 2020	11 December 2020
22 January 2021	22 January 2021	5 February 2021	29 January 2021	15 January 2021	26 February 2021
26 March 2021	-	16 April 2021	23 April 2021	30 April 2021	24 June 2021 (AGM) Thursday