

Minutes

Full Authority

Date: 21 February 2019

Time: 11.00 am

Venue: Fire and Rescue Headquarters, Birkenshaw

Present: Councillor J Hughes (Chair), Almas, Anderson (with the exception of agenda item no. 22 (Min no. 83 refers), Austin, Dodds, Downes, Grahame, Harrand (with the exception of agenda item no. 22 (Min no. 83 refers), Holmes, Hunt, Lennox, O'Donovan, Peart, Pervaiz, Pillai (with the exception of agenda item no. 22 Min no. 83 refers), Pollard, Renshaw, Rowley, Sunderland, Tait and Wenham

In Attendance: None

Apologies: None

63 Urgent items

None.

64 Admission of the public

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

65 Declarations of interest

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

66 Minutes of the last meeting

RESOLVED

That the Minutes of the Authority at a meeting held on 14 December 2018 be signed by the Chair as a correct record.

67 Minutes of the Human Resources Committee

RESOLVED

That the Minutes of the Human Resources Committee at a meeting held on 11 January 2019 be noted.

68 Minutes of the Local Pension Board

Councillor Tait sought further information about the financial impact on the Authority of the reduction in pension discount rate (Min no. 33 refers) and it was reported that, as no commitment to fund the shortfall had been received from Government from 2020, it could be anticipated that this would represent an additional requirement of £960k in the Medium Term Financial Plan.

RESOLVED

That the Minutes of the Local Pension Board at a meeting held on 11 January 2019 be noted.

69 Minutes of the Community Safety Committee

RESOLVED

That the Minutes of the Community Safety Committee at a meeting held on 25 January 2019 be noted.

70 Minutes of the Finance and Resources Committee

RESOLVED

That the Minutes of the Finance and Resources Committee at a meeting held on 1 February 2019 be noted.

71 Minutes of the Audit Committee

RESOLVED

That the Minutes of the Audit Committee at a meeting held on 8 February 2019 be noted.

72 Minutes of the Local Government Association

RESOLVED

That the Minutes of the Fire Services Management Committee at a meeting held on 23 November 2018 be received.

73 Programme of meetings 2019 – 2020

The Chief Legal and Governance Officer submitted a report which sought approval for the proposed programme of meetings for 2019 – 20.

RESOLVED

That the programme of meetings 2019 – 2020 be approved.

74 Local Government ethical standards – a review

Members considered a report of the Chief Legal and Governance Officer which advised of the publication of a review by the Committee on Standards in Public Life entitled “Local Government Ethical Standards”.

It was reported that a number of risks had been identified relating to the existing rules around conflicts of interest, gifts and hospitality and also to the increasing complexity of local government decision-making. Members were further advised that, whilst the review had been aimed at principal councils and parish councils, some issues may be relevant to the Fire Authority. A number of the recommendations would require legislative change and others had been identified as the promotion of best practice and a benchmark for ethical standards.

RESOLVED

- a) That the publication of the Local Government Ethical Standards report be noted; and
- b) That any items of best practice relevant to this Authority be reported on as appropriate to a future meeting of the Authority.

75 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 2018 against key performance indicators.

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

- Attacks on firefighters – partnership working, identification of suspects and arrests
- Safe and well visits, interventions and referrals

RESOLVED

That the report be noted.

76 Pay Policy Statement 2019 – 20

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 2019 – 20.

RESOLVED

That the Pay Policy Statement 2019 – 20 be approved.

77 Service Plan Action Plan update 2018 – 19

Consideration was given to a report of the Chief Legal and Governance Officer which updated Members on the progress which had been made to date on the Service Plan Action Plan 2018 – 19.

It was further reported that a proposal was due to be submitted for approval in April 2019 to replace the current annual Service Plan with the new Integrated Risk Management Plan processes commencing with 2019 – 22. (Min no. 78 refers)

RESOLVED

That the report be noted.

78 Programme of change 2019 – 20 reporting format

Members received a report of the Director of Service Support which introduced a new reporting format in line with the new holistic Integrated Risk Management Plan (IRMP) which would remove duplication of effort and streamline the reporting process.

It was proposed to present future reports to the Authority with effect from June 2019 which would provide an update and progress status on all the strategic initiatives and projects contained within the current IRMP document. Members were advised that the content of the new report would ensure that all change activities were linked to the strategic direction of the organisation. The revised reporting format would capture all change activity and would be filterable for all relevant audiences. Examples of the proposed new format were attached as annexes to the report now submitted.

RESOLVED

That the revised programme of change reporting format be approved.

79 Integrated Risk Management model

The Director of Service Support submitted a report which sought approval for a new risk assessment methodology which would underpin future prevention, protection, response and resilience strategies within West Yorkshire Fire and Rescue Service.

It was reported that the current methodology for assessing risk across the County had been developed in 2009. The process had been revisited to assess whether it remained a reliable way of informing Integrated Risk Management Plan options.

Members were advised that the overall number of incidents had reduced by 50% between 2004 and 2012 thereby making the existing Ward risk map more homogenised with difficulty in identifying and targeting the most vulnerable communities. The new methodology would assess risk at Lower Super Output Areas (LSOA), a smaller subset below Ward level, and had been developed with reference to Mosaic data.

The LSOA reflected those areas identified by the official measure of relative deprivation (the Index of Multiple Deprivation) of which there were 1,388 in West Yorkshire. Incident data from these subsets had revealed a strong correlation between likelihood and severity of (fire) risk and deprivation.

It was reported that it was now proposed to use the LSOA to support the development of more effective district prevention plans and lead to a more efficient deployment of resources proportionate to risk across the Brigade area.

RESOLVED

That approval be given to the implementation of the revised Integrated Risk Management model.

80 Integrated Risk Management Plan (IRMP) – consultation feedback

Consideration was given to a report of the Director of Service Support which presented the outcome of the formal consultation process in relation to the “Your Fire and Rescue Service 2019 – 22” following submission to the Fire Authority on 21 September 2018.

It was reported that the purpose of the document had been to inform service users and it fulfilled the National Framework (2018) statutory duty to produce a three-year integrated risk management plan

(IRMP). The document also sought to incorporate the five-year Community Risk Management Strategy and Service Plan.

Feedback from the consultation had been reported to the December 2018 meeting of the Authority and had been used to make minor amendments to the Plan as follows;

- Reordering of pages to improve flow and readability
- Inclusion of additional teams in the “delivering our service” section
- Inclusion of the Programme of Change action plan, and
- Minor changes to sentence structure and wording

RESOLVED

- a) That the feedback from the consultation exercise be noted; and
- b) That the amended document be approved, subject to the inclusion of revised risk maps subsequent upon approval at Min. no. 79 above, for publication in April 2019.

81 Treasury Management Strategy 2019 – 20

The Chief Finance and Procurement Officer submitted a report which sought approval for the Treasury Management Strategy 2019 – 20

Members were advised that the Capital Plan now formed part of the annual Treasury Management Strategy report in accordance with CIPFA guidance.

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.

82 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 2019 – 20 together with the four-year medium term financial plan and capital programme. It was reported that the threshold for precept increase without referendum remained at 2.99% for 2019 – 20 with advice that this would be reduced back to 1.99% next year unless further allowances were made in the Autumn 2019 settlement.

The report covered the following main issues;

- Capital plan totalling £25.07m
- General fund balance of £5.0m and £31m in earmarked reserves
- Small increase in grant of £0.02m
- Financial scenarios for funding cuts from 2020 onwards

Councillor Hughes proposed that the precept be increased by 2.99% in 2019 – 20. The proposal was seconded by Councillor Austin.

Councillor Harrand moved an amendment to the proposal for no increase in the precept. The amendment was seconded by Councillor Holmes.

A recorded vote was requested on the amendment when the following results were recorded;

Councillors Anderson, Harrand, Holmes, Hunt, Pillai and Pollard voted in favour of the amendment.

Councillors Almas, Austin, Dodds, Downes, Grahame, Hughes, Lennox, O'Donovan, Peart, Pervaiz, Renshaw, Rowley, Sunderland, Tait and Wenham voted against the amendment.

The amendment was declared lost.

A recorded vote on the substantive proposal was requested when the following results were recorded;

Councillors Almas, Austin, Dodds, Downes, Grahame, Hughes, Lennox, O'Donovan, Peart, Pervaiz, Renshaw, Rowley, Sunderland, Tait and Wenham voted in favour of the substantive motion.

Councillors Anderson, Harrand, Holmes, Hunt, Pillai and Pollard abstained from the vote.

It was, therefore,

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 3.4.1;
 4. the Operational Boundary for external debt also set out in paragraph 3.4.1.
- 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 2019/2020 of £6.581m 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 2019/20.

Authority	2019/20 Tax Base
Bradford	£142,200.00
Calderdale	£61,993.90
Kirklees	£118,708.56
Leeds	£228,209.10
Wakefield	£101,567.00
TOTAL	£652,678.56

c) The Authority calculates its council tax requirements under Sections 40 to 47 of the Act for Financial Year 2019/20 as the aggregate of the following:

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

- £85,146,897 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.

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

- £42,985,777 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.
- £3,823 The amount of financial reserves which the Authority estimates that it will use in order to provide for the items mentioned.

3. Council Tax Requirement

- £42,157,297 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.

4. Basic amount of council tax

- £64.59 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 £42,157,297 and the council tax base is £652,678.56 which is equal to £64.59 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 be as follows:

Band A	£43.06
Band B	£50.24
Band C	£57.41
Band D	£64.59
Band E	£78.94
Band F	£93.30
Band G	£107.65
Band H	£129.18

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

District	Precept
Bradford	£9,184,870
Calderdale	£4,004,261
Kirklees	£7,667,529
Leeds	£14,740,302
Wakefield	£6,560,335
TOTAL	£42,157,297

- f) 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.

83 Mobile working devices - Making Every Contact Count

A presentation was given to Members about the use of the new MECC (Make Every Contact Count) web application which had been developed by NHS Health Education England in conjunction with a number of partner agencies and which was populated at a local level with information which could be used as an early intervention where required.

The MECC system had been introduced into the Fire Service's Safe and Well visits and could be used as a simple signposting tool for people who may be at risk.

Chair

PROGRAMME OF MEETINGS 2019 / 2020

FRIDAY 10.30AM HUMAN RESOURCES COMMITTEE	FRIDAY 11.30AM LOCAL PENSION BOARD	FRIDAY 10.30AM FINANCE & RESOURCES COMMITTEE	FRIDAY 10.30 AM AUDIT COMMITTEE	FRIDAY 10.30AM COMMUNITY SAFETY COMMITTEE	FRIDAY 10.30AM AUTHORITY
5 July 2019	5 July 2019	19 July 2019	26 July 2019	12 July 2019	20 September 2019
4 October 2019	-	11 October 2019	18 October 2019	25 October 2019	13 December 2019
10 January 2020	10 January 2020	7 February 2020	31 January 2020	24 January 2020	21 February 2020
27 March 2019	-	17 April 2020	24 April 2020	3 April 2020	26 June 2020 (AGM)