



Minutes

Executive Committee

Date: 19 November 2020

Time: 10am

Venue: Microsoft Teams

Present: Councillors D O'Donovan (in the chair), R Downes (as sub for Cllr J Sunderland), R Grahame, P Harrand, K Renshaw (as sub for Cllr A Tait) and S Tulley.

In Attendance: None.

Apologies: Councillors Sunderland and Tait

13 Minutes of the last meeting

RESOLVED

That the Minutes of the last meeting held on 9 October 2020 be signed by the Chair as a correct record.

14 Chairs announcements

The Chair confirmed that agenda item E11 (Principal Officer Pay Award) was no longer required as a pay offer had been received earlier in the week in line with the National Level Pay award, which would be accepted.

The Chair also expressed his special thanks to the WYFRS for their dedication and hard work over the challenging bonfire weekend and during the ongoing large-scale fire at a nearby scrapyard.

15 Matters arising

None.

16 Urgent items

None.

17 Admission of the public

RESOLVED

That the public and press be excluded from the meeting during consideration of the items of business specified below as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public 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.
E07	Efficiency Options for Financial Scenarios post 2020	E20	Paragraphs 3 and 4 – financial or business affairs and information relating to labour relations, consultation & negotiation.
E08	Update on the Sale of WY1 Registration Number Plate	E21	Paragraph 3 - Financial or Business Affairs.
E09	Management Board Structure and Responsibilities	E22	Paragraphs 1 – 3 and 5 Information relating to an individual. Information identifying an individual Financial or business affairs Legal privilege
E10	Continuous Duty System	E23	Paragraph 4 - Labour relations, consultations or negotiations

18 Declarations of interest

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

19 Tri-Service Collaboration Update

The Director of Service Support presented a report to update Members of the Executive Committee on the work currently being undertaken by the Tri-Service Collaboration Executive Board (TSCEB). The Board had identified six workstreams and each organisation within the Tri-

Service Collaboration Steering Group (TSCSG) was leading on two; each workstream had been divided in five phases. West Yorkshire Fire and Rescue Service (WYFRS) was reported to be leading on:

- Fleet Management and Workshops – Glynn Richardson
- Health and Safety – Mark Dixon

The next meeting of the TSCEB had been scheduled for 14 January 2021 and a report would be brought to the Executive Committee prior to that meeting for oversight and approval of the six workstreams.

Members were also advised that two representatives from Public Health England had been welcomed onto the TSCSG.

RESOLVED

That the report be noted.

E20 Efficiency Options for Financial Scenarios post 2020

(This item was considered exempt information under Schedule 12A (3 and 4) of the Local Government Act 1972 – financial or business affairs and labour relations)

The Director of Service Support presented a report to advise Members of the Executive Committee of the options available to West Yorkshire Fire and Rescue Service (WYFRS) to achieve a balanced budget against a number of possible financial scenarios post 2020: Standstill budget, 5% and 10% reduction in funding.

Members were asked to note the 14 proposed options available with a view to giving them further consideration following the outcome of the one-year funding settlement. It was emphasised that these were only options at this stage and each option would be more thoroughly investigated and brought to Executive Committee before any actions were taken.

RESOLVED

That the report be noted.

E21 Update on the Sale of WY1 Registration Number Plate

(This item was considered exempt information under Schedule 12A (3) of the Local Government Act 1972 – financial or business affairs)

The Director of Service Support presented a report to update Members on the progress made with the sale of the registration plate WY1.

RESOLVED

- a) That the report be noted; and

- b) That the asking price be reduced to £70,000 and any bids be brought back to Executive Committee for consideration.

E22 Management Board Structure and Responsibilities

(This item was considered exempt information under Schedule 12A (1 – 3 and 5) of the Local Government Act 1972 – relating to an individual, financial or business affairs and legal privilege)

The Chief Fire Officer presented a report that detailed proposals for the future arrangement of the roles and responsibilities of the West Yorkshire Fire and Rescue Authority's (WYFRA) Management Board and its Executive Officers following the retirement of the Chief Legal and Governance Officer (CLGO).

RESOLVED

- a) That the report be noted;
- b) That the changes to the Management Board Structure be approved as recommended in the report, with the exception that the role of Monitoring Officer (MO) be recommended for allocation to the Deputy Chief Fire Officer (DCFO) until such time as alternative arrangements are made;
- c) That the Chief Employment Services Officer (CESO) returns to full-time employment with immediate effect, initially for a period of 6 months, after which the arrangement will be reviewed;
- d) That the role of Data Protection Officer (DPO) be recommended for allocation to CESO, that of Clerk to the Authority to the Chief Executive and Chief Fire Officer (CX/CFO) and the role of Senior Information risk Owner (SIRO) be delegated to the Deputy Chief Fire Officer (DCFO);
- e) That a review of the Authority's Constitution should be submitted to the Full Authority, allocating roles as described in (d). The full review of the constitution will take place once a permanent MO is in role;
- f) That an independent review of the Executive Officer roles be undertaken as described in the report;
- g) That the Chief Executive / Chief Fire Officer (CEO/CFO) continues to explore arrangements with a local authority partner to establish a Service Level Agreement (SLA) for the provision of Monitoring Officer (MO) and potentially legal services; and
- h) Any delegations or duties given to the Chief Legal and Governance Officer (CLGO) within the Constitution that do not fall under the allocated roles described above will be discharged by the CX/CFO.

E23 Continuous Duty System

(This item was considered exempt information under Schedule 12A (4) of the Local Government Act 1972 – labour relations)

The Chief Fire Officer presented a report which invited Members to consider a request from the Fire Leaders' Association for a change to the Operational Continuous Duty System (The Gold Rota).

Members noted the changes were in line with current lifestyles and that employee welfare and work life balance were important.

RESOLVED

- a) That the report be noted;
- b) That the changes to the Continuous Duty System be approved as detailed in the report;
- c) That the change to the 1A cover officer be approved;
- d) That amendments to contracts of employment be approved; and
- e) That approval be given for the Chief Executive / Chief Fire Officer (CEO/CFO) to deal with Operational Gold Command duty matters in relation to the Continuous Duty System.

Chair