



Minutes

Full Authority

Date: 29 June 2023

Time: 10:30

Venue: Dewsbury Town Hall

Present: Cllr D O'Donovan (in the chair), Cllrs Anderson, Bowden, Downes, Farmer, Garvani, Hall, Hawkins, Hutchison, Keith, Kirton, Mohammed, Pervaiz, Pollard, Renshaw, Sutcliffe, Tulley, Wood

In Attendance:

Apologies: Cllrs Almas, Fazal, Hussain, Shaheen

1 Appointment of Chair

RESOLVED

That Councillor Darren O'Donovan be appointed as Chair of the Authority for the 2023 – 24 year.

2 Appointment of Vice-chair

RESOLVED

That Councillor Steve Tulley be appointed as Vice chair of the Authority for the 2023 – 24 year.

3 Membership of the Authority 2023 – 24

The Monitoring Officer submitted a report which confirmed the membership and political balance of the Authority for 2023 – 24 as notified by the five West Yorkshire District Councils. The changes to membership are as follows;

Bradford	Councillor Ursula Sutcliffe (Green)	replaces Cllr Riaz Ahmed (Lib Dem)
Calderdale	No change	
Kirklees	Councillor Tyler Hawkins (Labour)	replaces Councillor Adam Zaman (Labour)
Leeds	Councillor Andrew Hutchison (Morley Borough Independent)	replaces Councillor Peter Harrand (Conservative)
	Councillor John Garvani (Labour)	replaces Councillor Mirelle Midgley (Labour)
	Councillor Jordan Bowden (Labour)	Replaces Councillor John Illingworth (Labour)
Wakefield	No change	

RESOLVED

That the Authority membership for 2023 – 24 be noted.

4 Chair’s announcements

The Clerk informed the Authority that the Liberal Democrat member – Cllr Ryk Downes, the Morley Borough Independent Member – Cllr Andrew Hutchison and the Green Member – Cllr Ursula Sutcliffe are to join a Constituted Political Group called the LMG Group in accordance with The Local Government (Committees and Political Groups) Regulations 1990 Section 8

New members were welcomed to the Fire Authority.

5 Urgent items

There were no urgent items.

6 Admission of the public

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

7 Declarations of interest

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

8 Committee memberships 2023 – 24

Consideration was given to the appointment of Committees, their composition, the allocation of seats between the political groups in accordance with the principles contained within Part 1 of the Local Government and Housing Act 1989 (as amended) and to the appointment Chair and Vice chairs to the Authority’s Committees.

In addition, consideration was given to the membership of the Briefing Groups convened prior to formal meetings of the principal Committees and of the Authority itself.

RESOLVED

- a) That, in accordance with the principles of determination set out in Sections 15 and 16 of the Local Government and Housing Act 1989 (as modified) the allocation of Committee seats between the political groups be as follows;

Ordinary seats	45
Labour	29
Conservative	10
LMG Group	6

and;

That the allocation of committee memberships and substitute memberships for 2023 – 24 be approved as detailed at Annex A to these Minutes;

- b) That appointments to the positions of Chair and Vice chair of the respective Committees be as follows;

Committee	Chair	Vice Chair
Executive	Councillor O'Donovan	Councillor Tulley
Audit Committee	Councillor Renshaw	Councillor Fazal
Community Safety Committee	Councillor Almas	Councillor Pervaiz
Finance and Resources Committee	Councillor Tulley	Councillor Mohammed
Human Resources Committee	Councillor Shaheen	Councillor Keith

and;

That the appointments to the membership of the Briefing Groups be as detailed at Annex A to these Minutes.

9 Nomination of Members to answer questions at meetings of constituent authorities and of District Community Safety lead representatives

Consideration was given to a report of the Monitoring Officer which sought the appointment of members to answer questions at meetings of constituent authorities and of District Community Safety Lead Representatives.

RESOLVED

- a) That the Members be nominated as required by the Local Government Act 1985 to answer questions within their individual Council on the discharge of functions etc by this Authority as follows;

Bradford	Councillor Shaheen
Calderdale	Councillor Fazal
Kirklees	Councillor O'Donovan
Leeds	Councillor Almas
Wakefield	Councillor Tulley

And

- b) That the Members approved at a) above be approved as District Community Safety Lead representatives in their respective Districts 2023 - 24.

10 Appointment of Member Champions 2023 – 24

Consideration was given to a report of the Monitoring Officer which sought the appointment of relevant Member Champions for 2023 – 24.

RESOLVED

That Councillor D O'Donovan be appointed Member Champion for Mental Health and Councillor G Almas be appointed Member Champion for Diversity and Inclusion for 2023 – 24.

11 Representation on Outside Bodies for 2023 – 24

Members considered the appointment of representatives to serve on the Local Government Association and other outside bodies for the year 2023 – 24.

RESOLVED

That the following appointments be made for 2023 – 24;

LGA General Assembly	Chair, Councillors K Renshaw, S Tulley and D Hall (or their nominated representatives)
LGA Fire Commission	Chair and Councillor D Hall (or their nominated representatives)
Yorkshire and Humber (Local Authorities) Employers' Association	Councillor F Shaheen (or her nominee)
Yorkshire Purchasing Organisation Management Committee	Councillor S Tulley (or his nominee)
West Yorkshire Police and Crime Commissioner's Partnership Executive Group	Chair (or his nominee)
Tri-Service Collaboration Board	Chair (or his nominee)

12 Minutes of meetings held on 23 February 2023 and 30 March 2023

RESOLVED

That the Minutes of the meetings held on 23 February 2023 and 3 March 2023 be signed by the Chair as a correct record.

13 Matters arising

There were no matters arising from the previous Minutes.

14 Minutes of Committees held since 23 February 2023 and of other relevant Outside Bodies

RESOLVED

That the Minutes of Committees and other relevant outside bodies as circulated be received.

15 Calendar of Meetings 2023 – 24

Consideration was given to a report which sought approval for an amendment to the approved programme of meetings for 2023 – 24

RESOLVED

That the programme of meetings 2023 – 24 be amended as detailed in the report now submitted.

16 Constitution Review

Members received a report from the Director of Corporate Services which provided an annual update of the Constitution, with various small amendments proposed.

RESOLVED

That the constitution be updated as detailed in the report, circulated to members and published to the web.

17 Performance Management Report 2022 - 23

Consideration was given to a report of the Head of Corporate Services which advised of the Authority's performance against key performance indicators for the period 1 April 2022 – 31 March 2023.

Members requested and were given clarification of the following issues;

- Number of attacks on Firefighters in Wakefield and Bradford Districts
- Classification of moorland fires
- Special Service Calls
- Total Activity
- Dwelling fired where smoke alarms fitted but did not activate
- Cause of fire being a natural occurrence
- Freedom of Information Requests

RESOLVED

That the report be noted.

18 Performance Management Report – 1 April 2023 – 18 June 2023

Consideration was given to a report of the Head of Corporate Services which advised of the Authority's performance against key performance indicators for the period 1 April 2023 – 18 June 2023.

RESOLVED

That the report be noted.

19 Corporate Health Report 2022 - 23

Members received a report which provided an annual update relating of the corporate health of the Authority incorporating annual statistics for;

- compliments and complaints (228 compliments and 31 complaints)
- performance against various corporate health indicators
- customer service excellence (full compliance in all criteria)
- complaints to the ombudsman (nil return), and
- whistleblowing complaints (nil return)

Members requested and were given clarification of the following issues;

- Availability of Performance League Tables
- Debtors – Value of debt and how this is collected
- Trends or causes identified regarding sickness absence
- Process for whistleblowing complaints

RESOLVED

That the report be noted.

20 Programme of Change Update

The Director of Service Support submitted a report updating members of the progress in relation to the Programme of Change 2023-24.

Members requested further information regarding the overdue item – SharePoint 2016 and were advised that ICT are now moving to the final stages of the project and closing down old sites. It was noted that SharePoint Online is now expected to supersede SharePoint 2016.

Members were also advised that the projects listed that have not yet been started are currently in the research and scope stage and that all new builds were subject to feasibility studies which would include considering modular buildings.

RESOLVED

That the report be noted.

21 Community Risk Management Plan (CRMP) - Annual Review and Update

The Director of Service Support submitted a report detailing the review of the Community Risk Management Plan (CRMP). Members very much welcomed the report and offered their

congratulations to the team. Members suggested that the Authority should consider non-IT users access to the report and make a paper copy available.

Clarification was sought and provided regarding;

- The Operational Staffing Project and the availability of cover
- Training Budgets
- Response Times
- High Rise Residential Buildings and the New Building Safety Regulations expected in October 2023

Members requested an update regarding the Grenfell Project and gave thanks to the Service for the proactive work done with Yorkshire Water and the ongoing prevention work regarding water safety.

RESOLVED

That the report be noted.

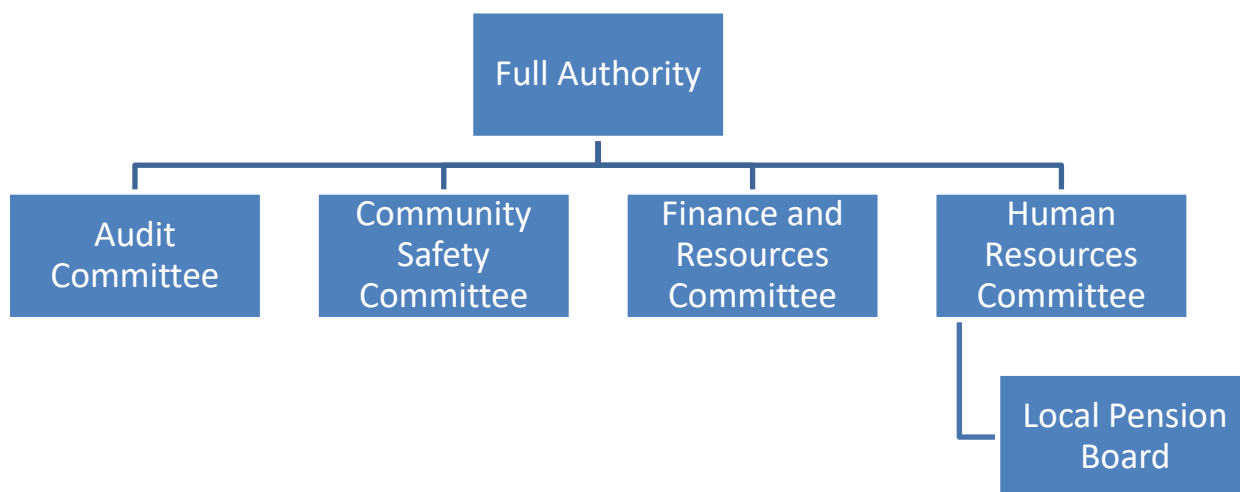
22 FSHQ Redevelopment Update

Members received a presentation from the FSHQ Development Programme Advisor giving an overview of the redevelopment of the Birkenshaw Site.

Chair

West Yorkshire Fire and Rescue Authority

Committee Structure and Membership 2023 / 24



Full Authority (22)

Labour (14) Chair	O'Donovan
Vice Chair	Tulley
	Almas
	Bowden
	Fazal
	Garvani
	Hawkins
	Hussain
	Keith
	Mohammed
	Pervaiz
	Renshaw
	Shaheen
	Wood

Conservative (5) Lead	Hall
	Anderson
	Farmer
	Kirton
	Pollard

LMG (3) Lead	Downes
	Hutchison
	Sutcliffe

Executive Committee (6)

Labour (4) Chair	O'Donovan
Vice Chair	Tulley
	Renshaw
	Shaheen
Conservative (1)	Hall
LMG (1)	Downes

Substitutes

Any Member from relevant Group who is not substantive Member of this Committee.

Human Resources Committee (11)

Labour (7) Chair	Shaheen
Vice Chair	Keith
	Garvani
	Hussain
	Mohammed
	Pervaiz
	Wood
Conservative (3) Lead	Anderson
	Kirton
	Pollard
LMG (1)	Sutcliffe

Substitutes

Any Member from relevant Group who is not substantive Member of this Committee.

Finance And Resources Committee (11)

Labour (7) Chair	Tulley
Vice Chair	Mohammed
	Almas
	Bowden
	Hawkins
	Hussain
	O'Donovan
Conservative (3) Lead	Pollard
	Anderson
	Hall
LMG (1)	Hutchison

Substitutes

Any Member from relevant Group who is not substantive Member of this Committee.

Audit Committee (6)

Labour (4) Chair	Renshaw
Vice Chair	Fazal
	Hawkins
	Tulley
Conservative (1) Lead	Hall
LMG (1)	Downes

Substitutes

Any Member from relevant Group who is not substantive Member of this Committee.

Community Safety Committee (11)

Labour (7) Chair	Almas
Vice Chair	Pervaiz
	Fazal
	Garvani
	Keith
	Renshaw
	Wood
Conservative (2) Lead	Kirton
	Pollard
LMG (2) Lead	Downes
	Sutcliffe

Substitutes

Any Member from relevant Group who is not substantive Member of this Committee.

Local Pension Board (2 x Employer representatives)

Labour (1)	Shaheen
Conservative (1)	Pollard

Consultation And Negotiation Panel (6)

Labour (4)	O'Donovan
	Renshaw
	Shaheen
	Tulley
Conservative (1)	Hall
LMG (1)	Downes

Substitutes

Any Member from relevant Group who is not substantive Member of this Committee.

Briefing Group Arrangements
2023 / 2024

Group / Position	Member	Substitute
Full Authority		
Chair	Cllr O'Donovan	Any Labour Member
Vice Chair	Cllr Tulley	Any Labour Member
Conservative	Cllr Hall	Any Conservative Member
Human Resources Committee		
Chair	Cllr Shaheen	Any Labour Member
Vice Chair	Cllr Keith	Any Labour Member
Conservative	Cllr Anderson	Any Conservative Member
Finance And Resources Committee		
Chair	Cllr Tulley	Any Labour Member
Vice Chair	Cllr Mohammed	Any Labour Member
Conservative	Cllr Pollard	Any Conservative Member
Audit Committee		
Chair	Cllr Renshaw	Any Labour Member
Vice Chair	Cllr Fazal	Any Labour Member
Conservative	Cllr Hall	Any Conservative Member
Community Safety Committee		
Chair	Cllr Almas	Any Labour Member
Vice chair	Cllr Pervaiz	Any Labour Member
Conservative	Cllr Kirton	Any Conservative Member