

# Minutes

## Full Authority

Date: 26 February 2026

Time: 10:30

Venue: FSHQ

### Present:

Cllr O'Donovan (in the Chair), Cllrs Bruce, Buckley, Carlisle, Dickenson, Downes, Garvani, Keith, Parnham, Pollard, Renshaw, Tulley and Wood

### In Attendance:

### Apologies:

Cllrs Ahmed, Burke, Hall, Salam, Shaheen, Sutcliffe and Tudor

## 25. Chair's announcements

The Chair presented the 3 long serving leaving members; Cllrs Pollard, Renshaw and Wood, with certificates of appreciation for their service with WYFRA and the Chief Fire Officer presented the Chair, Cllr O'Donovan with a certificate of appreciation for his service with WYFRA.

The Chief Fire Officer informed Members that Alison Wood, the Director of Finance and Procurement will be retiring later this year and Members thanked her for all the help and advice provided.

## 26. Admission of the public

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

## 27. Urgent items

There were no urgent items.

## 28. Declarations of interest

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

## **29.Minutes of meeting held on 12 December 2025**

### **Resolved**

That the Minutes of the meeting held on 12 December 2025 be signed by the Chair as a correct record.

## **30.Matters arising**

There were no matters arising.

## **31.Minutes of Committees held since 12 December 2025 and of other relevant Outside Bodies**

### **Resolved**

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

## **32.Calendar of Meetings 2025/26**

The Director of Corporate Services submitted a report which sought approval for an amendment to the programme of meetings for 2025/26

### **Resolved**

That the revised programme of meetings 2025/26 be approved as detailed at Annex A to the report

## **33.Calendar of Meetings 2026/27**

The Director of Corporate Services submitted a report which sought approval for the proposed programme of meetings for 2026/27.

### **Resolved**

That the programme of meetings 2026/27 be approved as detailed at Annex A to the report

## **34.Constitution Review**

The Director of Corporate Services submitted a report which sought approval for amendments to the WYFRA Constitution as detailed in Appendix A to the report now submitted.

### **Resolved**

That the Constitution be updated in accordance with the amendments listed below:

Page/Para	Original	Updated to	Reason
<b>151/Part 6 Schedule 1</b>	Member allowances Schedule 23/24	Member allowances Schedule 24/25	Updated following pay settlement
<b>66-89/Part 4</b>	Contract Procedure Rules	Contract Procedure Rules	Changes made in accordance with the new thresholds
<b>174/Part 9 2.2</b>		relates to fraud/theft/corr uption/bribery	Additional clause added to the list of concerns within the Aim and Scope of This Policy

### **35.Appointment of Scheme Member Representative to the Local Pension Board**

The Director of Corporate Services submitted a report which sought approval for the appointment of a Scheme Member Representative to the Local Pension Board.

#### **Resolved**

That Mick Ferries be appointed as Scheme Member Representative to the Local Pension Board

### **36.Pay Policy Statement**

The Director of People and Culture submitted a report requesting approval of the Pay Policy Statement for 2026/27.

Members challenged the report author regarding payment of the real living wage and the compression of the lower end pay scales. Members were advised that wages across all Fire Authorities are standardised at Grey and Green Book level, but not Gold book, due to the weighting around the size of each Fire Service.

#### **Resolved**

That the Pay Policy Statement 2026/27 be approved.

### **37.Treasury Management Strategy**

The Director of Finance and Procurement submitted a report detailing the Treasury Management Strategy.

Members discussed the limit on individual procurement approvals and the strategies employed by the Authority for borrowing and investing,

### **Resolved**

That the following be approved;

- a) Treasury Management Practices
- b) The Capital Strategy outlined from 2.1 in the report
- c) The Borrowing Strategy outlined from 2.14 in the report
- d) The Investment Strategy outlined from 2.19 in the report and Appendix B to the report
- e) The policy for the provision of the repayment of debt outlined in Appendix D to the report
- f) The Treasury Management Prudential Indicators in Appendix E to the report
- g) The Capital Plan 2026/27 to 2030/31 in Appendix F to the report

## **38. Capital Investment Plan/Revenue Budget and Medium-Term Financial Plan**

The Director of Finance and Procurement submitted a report detailing the capital investment plans, the revenue budget and medium-term financial plan.

With regard to West Yorkshire Pension Fund (WYPF) Members discussed the surplus and the triennial actuarial review which has resulted in reductions in contributions.

Members were asked to note that in percentage terms the revenue from councils has dropped by 0.5%, despite payments increasing, as much of council income is spent on social care.

Members discussed the spending required for infrastructure maintenance and improvement, including boiler upgrades and were informed that a full cost benefit analysis is done for each case before any work is done, which includes looking at alternative provision.

Members discussed in depth the options for the precept increase, the ongoing uncertainty regarding devolution, the need to support the on call recruitment drive and Youth Intervention Team provision, the staffing budget and the advantages of the three year settlement.

Cllr Pollard moved a minor budget amendment *that the revenue contribution to capital be reduced to £400,000 with £100,000 being redirected as a marketing budget for a drive to recruit more 'on call' firefighters for stations that are significantly below robust establishment level. In addition £60,000 should be redirected to reinforce the important work of the Youth Intervention Team which was not carried.*

Members noted that there is now a Recruitment Manager in post, whose role includes looking at on call recruitment and that funding has been ringfenced for a recruitment drive. Members further noted that many Youth Intervention schemes are funded through partnerships and that Executive Leadership is happy that the current funding model works well and is resource appropriate.

**Resolved**

- a) That Members give approval to the Prudential Indicators in respect of:
  - a) the Capital Financing Requirement as set out in paragraph 3.2.
  - b) the level of External Debt also set out in paragraph 3.2.
  - c) the Authorised limit for external debt as set out in paragraph 3.5.
  - d) the Operational Boundary for external debt also set out in paragraph 3.5.
- b) Having considered the recommendations of the Chief Fire Officer/Chief Executive and the Director of Finance and Procurement 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 2026/27 of £13.826m 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, the figures are as follows for financial year 2026/27.

<b>Authority</b>	<b>Tax Base 2026/27</b>
Bradford	148,486.00
Calderdale	66,696.06
Kirklees	129,790.04
Leeds	249,430.51
Wakefield	107,890.00
<b>TOTAL</b>	<b>702,292.61</b>

- c) The Authority calculates its council tax requirements under Sections 40 to 47 of the Act for Financial Year 2026/27 as the aggregate of the following:
  - The Authority calculates the aggregate of (A) as set out in Appendix B.
    - £123,167,600 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
    - £60,319,434 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
    - £62,848,166 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
    - £89.49 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 £62,848,166 and the council tax base is 702,292.61 which is equal to £89.49 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	£59.66
Band B	£69.60
Band C	£79.55
Band D	£89.49
Band E	£109.38
Band F	£129.26
Band G	£149.15
Band H	£178.98

- 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	£13,288,012
Calderdale	£5,968,630
Kirklees	£11,614,911
Leeds	£22,321,537
Wakefield	£9,655,076
<b>TOTAL</b>	<b>£62,848,166</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.

### 39. Programme of Change

Members received a report from the Director of Corporate Services which presented an update on the programme of change

Members discussed the Keighley fire station redevelopment which although complete, remains at an amber status due to the ongoing snagging and financial dispute with the main contractor. Members requested that a report is brought to the next Finance and Resources Committee to detail the up to date position.

**Resolved**

That the report be noted.

### 40. Performance Management Report

Members received a report from the Deputy Chief Fire Officer which summarised the Authority's performance against key performance indicators for the period 1 April to 15 February 2026.

Members thanked the report author for a well presented report and were pleased to note that the Safe and Well visits statistics have improved and will continue to improve over next quarter.

Members discussed response times and noted that rural responses had been displaced by the hot summer and were pleased to note that any attendance times outside the target range are investigated and can often be due to the reporting system failing to log arrival times. Members requested that a report is brought to the next Community Safety Committee to provide details of response times, including an exception report on any not meeting the target.

**Resolved**

That the report be noted.

## **41.HMICFRS Update**

Members received an update from the Manager of the Service, Improvement and Assurance Team (SIAT) on the timeline of expected activities under the upcoming His Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS) Inspection.

Members noted that the interviews with the Chair of the Authority and the Chair of Audit Committee would take place before the local elections. Members challenged that HMICFRS have a "to do" list, focusing on areas marked as for improvement in the previous reports and were asked to note that a new Service Liaison Lead Officer has recently been appointed and their start date coincides with start of the WYFRS inspection.

**Resolved**

That the timeline be noted.

Chair