

# WEST YORKSHIRE FIRE AND RESCUE AUTHORITY

## MEETING OF THE FINANCE AND RESOURCES COMMITTEE TO BE HELD ON FRIDAY 29 JANUARY 2010 AT 10.30 A.M. IN THE CONFERENCE ROOM, FIRE SERVICE HEADQUARTERS, BIRKENSHAW

### AGENDA

1. Minutes of meeting held on 16 October 2009 (p 1)

2. Urgent items

3. Admission of the Public :

The Committee is asked to consider whether, by resolution, to exclude the public from the meeting during the items of business marked with an 'E' reference, because of the possibility of the disclosure of exempt information.

4. Declarations of interest

To consider any Declaration of Interest in relation to any item of business on the agenda.

#### Items for noting

5. Fire Safety Prosecutions (p 10)

6. Quarterly Financial review (p 14)

7. Revenue budget and capital plan (p 35)

#### Items for decision

8. Partnership policy (p 67)

9. Association of Independent Members of Standards Committees in England (AimScE) – appointment of Director (p 110)

E10 Marsden Fire station - sale (p 112)

E11 Hydraulic rescue equipment – purchase (p 116)

E12 IRMP 4 – Wakefield sites – appointment of consultants (p 119)



# **WEST YORKSHIRE FIRE AND RESCUE AUTHORITY**

## **MEETING OF THE FINANCE AND RESOURCES COMMITTEE**

**HELD ON 29 JANUARY 2010**

**AT FIRE SERVICE HEADQUARTERS, BIRKENSHAW**

Present : Councillors P Harrand (In the Chair), M Akhtar, S Armitage, P Booth (as substitute for Councillor D Ginley), A Castle, J Dodds, D Gray, M Jamil, M Khan, G Kirkland, D Ridgway and A Wallis

Apologies : Councillor D Ginley

### **34 MINUTES OF THE LAST MEETING**

#### **RESOLVED**

That the Minutes of the Committee at a meeting held on 16 October 2009 be signed by the Chair as a correct record.

### **35 URGENT ITEMS – MEMBER ATTENDANCE AT STANDARDS COMMITTEE HEARINGS TRAINING SESSION**

#### **RESOLVED**

That the item be considered immediately prior to agenda item E10 (Min no. 43 refers).

[The item was considered urgent due to the date of notification and the requirement to seek advice regarding Members' interest in the event prior to submission for Committee approval].

### **36 EXCLUSION OF THE PUBLIC – SECTION 100a, LOCAL GOVERNMENT ACT 1972**

#### **RESOLVED**

That the public and press be excluded from the meeting during consideration of the items of business specified below as it was likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public and press were present during these items, there would be disclosure to them of exempt information of the descriptions specified.

<b>AGENDA ITEM NO.</b>	<b>TITLE OF REPORT</b>	<b>MINUTE NUMBER</b>	<b>Description of exempt information by reference to the paragraph number in Schedule 12a of the Local Government Act 1972</b>
E10	Marsden Fire Station – sale	44	Paragraph 3 – financial or business affairs
E11	Hydraulic rescue equipment	45	Paragraph 3 – financial or business affairs
E12	IRMP 4 – Wakefield sites – appointment of consultants	46	Paragraph 3 – financial or business affairs

### **37 DISCLOSURES OF INTEREST**

No declarations of interest were made in any matter under discussion at the meeting.

### **38 FIRE SAFETY PROSECUTIONS**

The Director of Fire Safety and Community Relations submitted a report which informed members of three successful prosecutions made under the Regulatory Reform (Fire Safety) Order 2005 as follows;

- Poundstretcher Limited (Halifax and Wakefield stores) - £20,500 plus costs
- Hampsons Plant World Limited (Durkar) - £12,000 plus costs

### **RESOLVED**

- (i) That the report be noted; and
- (ii) That Officers be thanked for the successful outcomes of the prosecutions.

### **39 QUARTERLY FINANCIAL REVIEW**

Consideration was given to a report of the Chief Finance Officer which presented the quarterly overview of the financial position of the Authority to 31 December 2009.

It was reported that the current forecast was for a revenue underspend of £1.0m due to the following;

- Wholetime firefighters – forecast underspend of £198,000
- Retained firefighters – forecast underspend of £188,000
- Firefighter pensions – forecast underspend of £169,000
- Provision for pay and price increases – forecast underspend of £615,000

Members considered detail of the capital expenditure (£7.1m against a capital plan of £19.1m) and were advised of issues related to Treasury Management including short term borrowing and outstanding investments.

## **RESOLVED**

- (i) That the report be noted;
- (ii) That the revised revenue budget be approved; and
- (iii) That the revised capital plan be approved.

## **40 REVENUE BUDGET AND CAPITAL PLAN**

The Chief Fire Officer and Chief Executive, Director of Corporate Resources and the Chief Finance Officer submitted a joint report which summarised the Authority's budgetary options for three years 2010 – 2013.

Members were advised that there had been a change in government regulations in respect of Treasury Management which required greater monitoring and scrutiny of more detailed information. This issue would be addressed at the meeting of the Full Authority.

## **RESOLVED**

That the report be noted as a basis for consideration of the final budget proposals.

## **41 PARTNERSHIP POLICY**

Consideration was given to a report of the Director of Fire Safety and Community Relations which advised Members of the outcome of a review of the Partnership Policy and which sought approval for its implementation.

It was reported that the Policy had been revised to reflect the context of partnership working across the authority, taking account of the internal audit review recommendations and presenting a greater focus on performance management and the contribution of partnerships to the Authority's own priorities – arson and fire deaths / injuries. The aim of the Policy was also to provide clear guidance on the development and management of partnerships.

Members commented upon the monitoring and evaluation aspect of partnership working and were advised that the Policy allowed for regular and more structured review.

## **RESOLVED**

- (i) That the report be noted;
- (ii) That the revised Partnership Policy be approved for implementation;
- (iii) That an update report be submitted to the July 2010 meeting of this Committee advising of progress with the regular review of partnerships; and
- (iv) That officers give consideration to a different format of presentation for the partnerships data and register.

#### **42 ASSOCIATION OF INDEPENDENT MEMBERS OF STANDARDS COMMITTEE IN ENGLAND (AIMSCE) – APPOINTMENT OF DIRECTOR**

The Director of Corporate Resources submitted a report which invited members to consider the payment of any costs associated with the attendance of one of the Standards Committee independent members at AIMSce Board meetings.

Approval had previously been given for the Standards Committee three independent members joining in membership of the Association and Mr Ahmed has advised that he has been appointed Director without portfolio at the Association's AGM held in November 2009.

The Board meetings are scheduled to be held in London approximately 4 times per year.

#### **RESOLVED**

- (i) That approval be given to the payment of costs associated with the attendance of Mr Ahmed at Board meetings of the Association of Independent members of Standards Committees in England (AIMSce); and
- (ii) That the approval be (i) above be subject to a review after 12 months unless Mr Ahmed ceases to be an independent member of the Standards Committee prior to the expiry of the review period.

#### **43 MEMBER ATTENDANCE AT STANDARDS COMMITTEE HEARINGS TRAINING SESSION**

Consideration was given to a report of the Director of Corporate Resources which sought approval of Standards Committee members at a Standards Committee hearings training session on 1 March 2010 in Leeds.

It was reported that the participation in the training was at the invitation of Leeds City Council, for which a charge of £50 would be made per participant.

#### **RESOLVED**

That approval be given to the attendance of Members of the Standards Committee at the Standards Committee hearings training session to be held in Leeds on 1 March 2010.

#### **44 MARSDEN FIRE STATION - SALE**

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

Consideration was given to a report of the Director of Corporate Resources which advised Members of the situation with regard to the sale of surplus land at Marsden Fire Station.

#### **RESOLVED**

- (i) That approval be given to accept the private bid in the sum detailed in the report now submitted; and
- (ii) That, should the sale at (i) above not be realised, a reserve figure on the land be set as detailed in the report and that the site be re-marketed.

#### **45 HYDRAULIC RESCUE EQUIPMENT - PURCHASE**

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

The Director of Operations which sought approval to purchase additional hydraulic rescue equipment in the current financial year.

#### **RESOLVED**

That approval be given to the purchase of a full complement of battery-powered hydraulic rescue equipment as detailed in the report now submitted.

#### **46 IRMP 4 – WAKEFIELD SITES – APPOINTMENT OF CONSULTANTS**

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

The Director of Operations submitted a report which advised Members of the progress with the procurement of sites to facilitate the Integrated Risk Management Plan (IRMP 4) process to reorganise operational fire service cover in the north east Wakefield area.

#### **RESOLVED**

- (i) That the report be noted;
- (ii) That approval be given to the appointment of consultants as required to progress the detailed design and project management of the development process;
- (iii) That approval be given to the provision of suitable housing accommodation to facilitate the introduction of a close call duty system at Normanton Fire Station as detailed in the report now submitted;

- (iv) That approval be given to the revised estimated capital scheme cost as detailed in the report now submitted; and
- (v) That Members note the requirement for relevant building control approvals.

Chair