



Minutes

Full Authority

Date: 23 February 2023

Time: 10:30

Venue: Dewsbury Town Hall

Present: Cllrs O'Donovan (in the chair), Ahmed, Almas, Anderson, Downes, Farmer, Fazal, Hall, Harrand, Illingworth, Keith, Kirton, Midgley, Mohammed, Pollard, Renshaw, Shaheen, Tulley and Wood

In Attendance: [Click here to enter text.](#)

Apologies: Cllr Hussain, Pervaiz and Zaman

52 Chair's announcements

The Chair presented Cllr Peter Harrand with a certificate to acknowledge over 30 years service as a member of West Yorkshire Fire and Rescue Authority.

53 Admission of the public

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

54 Urgent items

There were no urgent items.

55 Declarations of Interest

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

56 Minutes of meeting held on 16 December 2022

RESOLVED

That the Minutes of the meeting held on 16 December 2022 be signed by the Chair as a correct record.

57 Matters arising

There were no matters arising from the minutes.

58 Minutes of Committees held since 16 December 2022 and of other relevant Outside Bodies

RESOLVED

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

59 Calendar of meetings 2023 – 24

The Director of Corporate Services submitted a report which sought approval for the proposed programme of meetings for 2023 – 24.

RESOLVED

That the programme of meetings 2023 – 2024 be approved as detailed at Annex A to the report.

60 Performance Management Report - 1 April to 31 December 2022

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 December 2022.

A copy of the latest figures up to 22 February 2023 was presented at the meeting for Members' information.

RESOLVED

That the report be noted.

61 Programme of Change Update

Members received a report of the Director of Service Support to present the revised Programme of Change for 2023/24. The Programme of Change is updated on an annual basis to reflect the progress made, remove completed activities and include new activities, which have been approved through the annual planning cycle.

It was noted that one project is overdue but is in the final stages of completion, one project is closed, one project is on hold and several projects have been successfully completed, including Corporate Identity Refresh, Mobile Working Phase 2 and Special Projects design.

Also included within the report were details of the review of departmental business as usual (BaU), which is a two year project started in January 2022.

Members asked for further information regarding the staff shortages for the Sharepoint project, which was the only initiative on the report showing as overdue, and were advised a secondment is now in place.

RESOLVED

That the report be noted.

62 Industrial Action Update

The Deputy Chief Fire Officer submitted a report which provided members with an update on the contingency plans being put in place to ensure, so far as reasonably practicable, that, if the potential strike action called by the Fire Brigades Union (FBU) occurs, the Authority is able to continue to perform its functions.

Members received a verbal update regarding the events that have occurred since the report was written, including the current national ballot on the two year offer, which is due to close on 8 March 2023. Members challenged the report author on the budget for retention payments to contingency staff.

RESOLVED

That the plans be endorsed and the report be noted.

63 Treasury Management Strategy

The Chief Finance and Procurement Officer submitted a report which sought approval for the Treasury Management Strategy 2023 – 24.

Members were advised that CIPFA has developed a self-assessment tool to support the development of effective scrutiny and that the Chief Finance and Procurement Officer will undertake the self-assessment and report back to Finance and Resources Committee in the new financial year.

RESOLVED

That the following be approved;

- a) The Treasury Management Practices outlined in the report
- b) The capital strategy outlined in the report
- c) the borrowing strategy outlined in the report
- d) the investment strategy outlined in the report and at Appendix B to the report
- e) the policy for provision of repayment of debt outlined in Appendix D to the report
- f) the Treasury Management Prudential indicators outlined in Appendix E to the report
- g) the Capital Plan 2023/24 – 2027/28 outlined in Appendix F to the report

64 Capital Investment Plan/Revenue Budget and Medium-Term Financial Plan

Members considered a report of the Chief Finance and Procurement Officer which presented the details of the revenue budget for 2023/24 along with the four-year Medium-Term Financial Plan and Capital Programme. Included within the report were details of the Local Government Finance Settlement 2023/24, a standstill budget, a forecast funding position, and the reserves strategy.

Members thanked the Chief Finance and Procurement Officer for such an in-depth detailed report.

Members expressed concern that a small element of the revenue budget was being applied to capital reserves. It was discussed that whilst the option to increase the precept was not

mandatory, the reductions in funding gave the Authority little option than to apply the increase. Members challenged the report author on the general fund reserve which currently stands at 4.8% and is determined by the National Fire Framework and our Corporate Risk Register.

Members asked for further clarification on the processes for staff opting in or out of the pension scheme.

Councillor Illingworth left the meeting.

RESOLVED

- a) That Members give approval to the Prudential Indicators in respect of:
 - i. the Capital financing Requirement as set out in paragraph 3.2;
 - ii. the level of External Debt also set out in paragraph 3.3;
 - iii. the Authorised limit for external debt as set out in paragraph 3.3;
 - iv. the Operational Boundary for external debt also set out in paragraph 3.3.

- 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 2023/24 of £47.947m 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 2023/24.

Authority	Tax Base 2023/24
Bradford	143,920.00
Calderdale	63,146.62
Kirklees	123,215.79
Leeds	239,337.80
Wakefield	105,564.00
TOTAL	675,184.21

- c) The Authority calculates its council tax requirements under Sections 40 to 47 of the Act for Financial Year 2023/24 as the aggregate of the following:

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

- £104,300,004 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

- £52,189,287 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

- £52,110,717 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

- £77.18 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 £52,110,717 and the council tax base is 675,184.21 which is equal to £77.18 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	£51.45
Band B	£60.03
Band C	£68.60
Band D	£77.18
Band E	£94.33
Band F	£111.48
Band G	£128.63
Band H	£154.36

- 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	£11,107,746
Calderdale	£4,873,656
Kirklees	£9,509,794
Leeds	£18,472,091
Wakefield	£8,147,430
TOTAL	£52,110,717

- 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.

65 Constitution Review

The Director of Corporate Services presented a report to inform the Authority of a proposed change to Contract Procedure Rules (CPR).

RESOLVED

That members approve the requested amendment to the Constitution.

66 Pay Policy Statement 2023 – 24

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 2023 – 24.

Members were advised that the data presented was correct at the time of writing the report but would change when the pay awards have been agreed. Members queried if there was any likelihood of industrial action by green book staff and were assured that WYFRS is signed up to the living wage foundation.

RESOLVED

That the Pay Policy Statement 2023 – 24 be approved.

Cllrs Almas, Anderson, Kirton & Mohammed left the meeting.

67 HMICFRS Action Plan Presentation

Members received an update on the response of WYFRS to the recent HMICFRS Inspection.

Members asked if London Fire Brigade had received a HMICFRS inspection and also asked for clarification of the continued use of the "stay put" policy post Grenfell. Members challenged the due date of the update to mobile data terminals and were assured this was on track and there would be a three month hand over period.

Cllrs Fazal and Hall left the meeting.

68 One View Presentation

Members were given an overview and demonstration of the new One View System.

Chair