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# CLEVELAND FIRE AUTHORITY

## MINUTES OF EXECUTIVE COMMITTEE MEETING

17 NOVEMBER 2023

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### PRESENT

#### CHAIR

Councillor David Coupe – Middlesbrough Council

#### HARTLEPOOL BOROUGH COUNCIL

Councillors Tom Cassidy, Ben Clayton

#### REDCAR & CLEVELAND BOROUGH COUNCIL

Councillors Mary Ovens, Peter Chaney

#### STOCKTON ON TEES BOROUGH COUNCIL

Councillors Sufi Mubeen, Mick Stoker

#### AUTHORISED OFFICERS

Chief Fire Officer, Legal Adviser, Treasurer

Assistant Chief Fire Officer – Strategic Planning & Resources

Acting Assistant Chief Fire Officer – Community Protection

### 43. DECLARATION OF MEMBERS INTERESTS

It was noted no Declarations of Interests were submitted to the meeting.

### 44. MINUTES

**RESOLVED - that the Minutes of the Executive Committee on 22 September 2023 be confirmed.**

### 45. REPORT OF THE TREASURER

#### 45.1 Local Council Tax Report Consultation

The Treasurer provided Members with details of Hartlepool Borough Council's (HBC) Local Council Tax Support (LCTS) Consultation proposals for 2024/25.

He reported that the proposed changes aimed to simplify the application process in line with the constituent councils by: continued support to the poorest households; addressing the problems associated with the introduction of full-service Universal Credit; and by addressing the significant increases in administration costs due to high level of changes received in respect of Universal Credit.

The Treasurer noted that financial modelling from HBC indicated the changes to their scheme would increase the total cost from £14.251m to £14.512. The £0.261m increase would be shared between the four constituent authorities, the Police & Crime Commissioner for Cleveland and Cleveland Fire Brigade which equates to approximately £9,900 and will be reflected in the council tax base for 2023/24.

**45.1 Local Council Tax Report Consultation cont.**

Members supported the Treasurer's response on behalf of the Authority that the position had been noted due to the marginal financial impact on the Authority.

**RESOLVED:-**

- (i) That the report be noted.
- (ii) That Members approved the proposed response to the consultation that 'The Authority notes the proposal and had no specific comments to make'.

**46. ANY OTHER BUSINESS**

**46.1 Green Book Pay Award 2023/24**

The CFO informed Members that an agreement had been reached on rates of pay applicable from 1 April 2023 (covering the period 1 April 2023 to 31 March 2024). This stated that all locally determined pay points above the maximum of the pay spine, but graded below deputy chief officer, should be increased by 3.88 per cent, in accordance with Green Book. He confirmed that the pay award had been actioned for the Brigade's Green Book staff with effect from 1 April 2023 with back dated monies paid in December.

**RESOLVED – That the verbal update on Green Book Pay awards for 2023/24 be noted.**

**47. LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION ORDER)**

**2006 "That Under Section 100(A) (4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business, on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1, 3 and 4 of Part 1 Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006, namely information relating to any individual; information relating to the financial or business affairs of any particular person (including the authority) holding that information and namely information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority."**

**48. CONFIDENTIAL MINUTES**

**RESOLVED - that the Confidential Minutes of the Executive Committee on 17 September 2023 be confirmed.**

**49. CONFIDENTIAL REPORTS OF THE CHIEF FIRE OFFICER**

**49.1 Procurement Update Report**

Members received details relating to contract letting procedures, exemptions to contract procedure rule and future procurement plans.

**49.2 Review of the Provision of Financial Services**

Members considered a detailed review of the Brigade's financial services provision.

**49.3 Succession Planning – Verbal Update**

The CFO provided Members with a verbal update relating to the progress of recruitment for two principal officer roles.

**50. CONFIDENTIAL JOINT REPORT OF THE CHIEF FIRE OFFICER & TREASURER**

**50.1 Medium Term Financial Strategy (MTFS) 2024/25 – 2026/27 update – presentation**

The CFO and Treasurer provided an update on the Authority's MTFS and a proposed timetable for setting the 2024/25 budget.

**51. ANY OTHER CONFIDENTIAL BUSINESS**

**51.1 Feedback on Proposals**

The CFO provided Members with an update from the FBU regarding duty system proposals, disturbance allowance and co-responding.

**COUNCILLOR DAVID COUPE  
CHAIR**