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Agenda item: 06

Property Capital Plan 2025/26

Finance and Resources Committee

Date: 17 April 2025

Submitted by: Director of Service Support

Purpose: This paper seeks approval of a number of refurbishment and upgrade projects across our estate's portfolio. If approved the projects will be funded from the capital expenditure programme.

Recommendations: It is recommended that the Finance and Resources Committee approve the capital expenditure for the projects itemised in this paper.

Summary: The schemes identified will address pressing issues and deliver schemes in line with WYFRS strategic priorities.

Local Government (Access to information) Act 1972

Exemption Category: None

Contact Officer: Richard Young, Head of Estates
Richard.Young@westyorksfire.gov.uk

Background papers open to inspection: None

Annexes: None

1. Introduction

- 1.1 On 27th February 2025, West Yorkshire Fire and Rescue Authority approved the allocation of £4,800,000 capital investment monies to undertake a programme of works for the financial year 2025/26.
- 1.2 It is requested that the Finance and Resources Committee approve the individual schemes that make up the capital allocation sum of £4,800,000.

2. Information

- 2.1 The schemes identified below will form part of a rolling programme of works which are to be commenced in the financial year 2025/26;
- 2.2 **Schedule Of Proposed Property Management Unit, Capital Expenditure Projects For 2025/2026**
- 2.3 **PS 25/01** Leeds Fire Station - The project consists of the upgrading the existing welfare facilities, dormitories, and kit contamination zoning in line with the Authority's strategic priorities. Where achievable, the remaining offices and mess facilities will be upgraded to meet the needs of staff and visitors from an accessibility and inclusivity perspective.

Carbon reduction technologies are to be incorporated into the scheme. Leeds forms part of our first round of feasibility studies, which seek funding for heating and fabric upgrades through Low Carbon Skills and Salix. If successful, these will be added to the project scope.

Estimated Cost £1,200,000

- 2.4 **PS 25/02** Fairweather Green Fire Station - The project consists of the full refurbishment of the building; this will involve the full replacement and upgrade of the building Electrical and Mechanical infrastructure. Dorms are to be upgraded along with all facilities to address gender and contaminants issues. The building fabric is to be upgraded to reduce energy.

Carbon reduction technologies are to be incorporated into the scheme. Fairweather Green forms part of our first round of feasibility studies, which seek funding for heating and fabric upgrades through Low Carbon Skills and Salix. If successful, these will be added to the project scope.

Estimated Cost £1,200,000

- 2.5 **PS 25/03** Hunslet Fire Station - The project consists of the full refurbishment of the building; this will involve the full replacement and upgrade of the building Electrical and Mechanical infrastructure. Dorms are to be upgraded along with all facilities to address gender and contaminants issues. The building fabric is to be upgraded to reduce energy.

Estimated Cost £1,500,000

- 2.6 **PS 25/04** EV Charging Various Stations - The programme involves the design and installation of charging points in support of the EV charging for fleet and staff vehicles.

Estimated Cost £300,000

- 2.7 **PS 25/05** Boiler Replacements – The programme involves the replacement of boilers at Todmorden, Skelmanthorpe and Slaithwaite.

These stations form part of our first round of feasibility studies, which seek funding for heating and fabric upgrades through Low Carbon Skills and Salix, if successful the funds can be reattributed to other schemes. If funding is not successful, these monies will be used to fund the boiler replacements.

Estimated Cost £250,000

- 2.8 **PS 25/06** Appliance Bay Doors Various sites - The programme involves the replacement of appliance bay doors across the region. There are examples of doors failing across various districts, a risk-based approach is to be taken and doors replaced in line with risk and condition. Many doors are over 15 years old and beyond there anticipated lifespan.

Estimated Cost £100,000

- 2.9 **PS 25/07** LED Lights Various sites – The programme involves the upgrade of existing lighting to LED across various sites in the region. Some of which have been identified on the feasibility studies for carbon reduction and represent a quick win for the authority in this area.

Estimated Cost £200,000

- 2.10 **PS 25 /08** Boiler Controls - The project involves the replacement and upgrade of BMS boiler controls across our sites including sensors to improve the efficiencies of our building.

Estimated Cost £50,000

3. Financial Implications

- 3.1 Each project identified has been costed using current pricing guides, SPONS handbook, BCIS schedule of rates and historical data held by the Property team. Risk contingencies have been added, and all projects include design and consultancy fees. The costs are subject to official design and quotations and could alter, plus or minus, depending on tender returns.
- 3.2 Opportunities are being explored to obtain carbon reduction funding to contribute towards schemes as described in the table above. If successful the scope of the

refurbishments will in areas be increased, in other areas savings on the requested budgets may be achieved.

- 3.3 Business cases for each of the schemes have been produced, the overall spend has been approved at Star chamber and Full Authority and has been deemed affordable by the service.
- 3.4 The projects have been subject to spend profiling, the below table shows the projected spend over financial years.

Project	25/26	26/27
Leeds Fire Station	£480,000	£720,000
Fairweather Green	£600,000	£600,000
Hunslet Fire Station	£1,000,000	£500,000
EV Charging	£300,000	
Boiler Replacement	£250,000	
Appliance Bay Doors	£100,000	
LED Lighting	£200,000	
Boiler Control	£40,000	

4. Legal Implications

- 4.1 The Monitoring Officer has considered this report and is satisfied it is presented in compliance with the Authority's Constitution.
- 4.2 All projects identified will be procured in accordance with CPR rules and regulations and be delivered using existing contracts held with suppliers, via frameworks or open tender, the routes are to be explored for each individual scheme. Tendered and framework routes will be delivered in line with the NEC 3 form of contract.

5. People and Diversity Implications

- 5.1 The projects will have a positive impact on staff based at the stations where works have been identified as required. The welfare provisions will be improved addressing the existing diversity issues currently experienced on station

6. Equality Impact Assessment

- 6.1 Are the recommendations within this report subject to Equality Impact Assessment as outlined in the EIA guidance? Yes

([EIA template and guidance](#))

- 6.2 Date EIA Completed: To be completed and submitted following capital approval in line with stage 1 of the RIBA processes

- 6.3 Date EIA Approved: TBC

- 6.4 The EIA is available on request from the report author or from diversity.inclusion@westyorksfire.gov.uk

7. Health, Safety and Wellbeing Implications

- 7.1 The projects proposed will have a positive impact on Health, Safety and Wellbeing.

8. Environmental Implications

- 8.1 All the projects will fully consider environmental issues. Consideration on all projects will be given to energy efficient technologies and construction methods that benefit the environment and reduce the carbon footprint of the Service. All projects produce waste, and therefore all contractors will be subject to waste management plans and the responsible disposal of construction generated waste.

9. Your Fire and Rescue Service Priorities

- 9.1 This report links with the Community Risk Management Plan 2022-25 strategic priorities below:

- Improve the safety and effectiveness of our firefighters.
- Promote the health, safety, and wellbeing of all our people.
- Encourage a learning environment in which we support, develop, and enable all our people to be at their best.
- Provide ethical governance and value for money.
- Collaborate with partners to improve all of our services.
- Work in a sustainable and environmentally friendly way.
- Achieve a more inclusive workforce, which reflects the diverse communities we serve.
- Continuously improve using digital and data platforms to innovate and work smarter.
- Plan and deploy our resources based on risk.

10. Conclusions

10.1 It is recommended that the proposals in the report be approved by the Finance and Resource Committee.

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Agenda item: 07

ICT Capital Plan

Finance & Resources Committee

Date: 17th April 2025

Submitted by: Director of Service Support

Purpose: The purpose of this paper is to seek approval for a number of replacement and upgrade projects across our ICT portfolio. The projects are to be funded if approved from the capital expenditure programme.

Recommendations: It is recommended that the Finance and Resources Committee approve the capital expenditure for the itemised projects detailed in this paper.

Summary: To carry out the upgrades identified for this financial year, ICT are requesting the capital bids submitted are approved. The schemes identified will deliver schemes in line with strategic priorities.

Local Government (Access to information) Act 1972

Exemption Category: None

Contact Officer: Nick Butterworth, Head of ICT and Digital
Nick.Butterworth@westyorksfire.gov.uk

Background papers open to inspection: None

Annexes: None

1. Introduction

- 1.1 On 27 February 2025, West Yorkshire Fire and Rescue Authority approved the allocation of £867,700.00 capital investment monies to undertake a programme of works for the financial year 2025/26.
- 1.2 It is requested that the Finance and Resources Committee approve the individual schemes below that make up the capital allocation sum of £707,700.00.

2. Information

- 2.1 The below table identifies the proposed projects along with the estimated project costs for which approval is sought. The schemes identified will form part of a rolling programme of works which are to be completed in the financial year 2025/26

<u>SCHEDULE OF PROPOSED ICT PROJECTS</u>		
<u>CAPITAL EXPENDITURE PROJECTS FOR 2025/2026</u>		
REFERENCE	SCHEME DESCRIPTION	ESTIMATED COST
ICT 25/01	Wi-Fi Refresh The Wi-Fi infrastructure across the majority of the service's site is now reaching end of life and needs replacing, this includes both Wi-Fi controllers and wireless access points. This offers several key benefits: reduced downtime, as older equipment is more prone to failure; improved productivity, with new access points operating at higher speeds and supporting more connections; and enhanced security, since unsupported devices are more vulnerable to cyber-attacks.	£100,000
ICT 25/02	Firewall Refresh The edge firewalls are the services first line of defence against cyber-attacks from outside of the service. The current firewalls are now reaching end of life and need replacing. There replacement is necessary to maintain a secure perimeter against cyber-attacks. Additionally newer firewalls are designed to handle higher traffic loads and provide better performance, which allow us to monitor and secure internal traffic an protect against internal threats	£240,000

ICT 25/03	Laptop and Desktop rolling refresh Continuation of the replacement of older, out of warranty, PCs. Part of a five-year rolling programme to ensure all computers within the Authority are under manufacturer warranty and support	£210,000
ICT 25/04	Email and Web security Forcepoint email protection, our current email filtering service, is coming to the end of its contract, and will no longer be a product supported by the vendor. A replacement for the email and web security appliance needs to be sourced to ensure continued protection against email spam and cyber threats.	£60,000
ICT 25/06	Competency Dashboard System Replacement of the existing competence dashboard with a fully integrated learning and development platform that brings together training planners, guidance and learning materials, competence records and performance management reports into one system to enhance the overall user experience and support our employees training and development objectives.	£97,7000

3. Financial Implications

- 3.1 Each project identified has been costed using current pricing guides, budgetary quotations and historical data held by the ICT team, with inflationary increases accounted for. Risk contingencies have been added and projects include design and consultancy fees where applicable. The costs are subject to official design and quotations and could alter, plus or minus, depending on tender returns.
- 3.2 Business cases for each of the schemes have been produced, the overall spend has been approved at Star Chamber and Full Authority and has been deemed affordable by the service

4. Legal Implications

- 4.1 The Monitoring Officer has considered this report and is satisfied it is presented in compliance with the Authority's Constitution.
- 4.2 All projects identified will be procured in accordance with CPR rules and regulations and be delivered using existing contracts held with suppliers, via frameworks or open tender, the routes are to be explored for each individual scheme.

5. People and Diversity Implications

- 5.1 The projects will have a positive impact on staff by improving digital and data platforms and staff's interaction with IT Services

6. Equality Impact Assessment

- 6.1 Are the recommendations within this report subject to Equality Impact Assessment as outlined in the EIA guidance? Yes

[\(EIA template and guidance\)](#)

- 6.2 Date EIA Completed: To be completed and submitted for each following capital approval

- 6.3 Date EIA Approved: TBC

- 6.4 The EIA is available on request from the report author or from diversity.inclusion@westyorksfire.gov.uk

7. Health, Safety and Wellbeing Implications

- 7.1 The projects proposed will have a positive impact on Health, Safety and Wellbeing

8. Environmental Implications

- 8.1 All the projects will fully consider environmental issues. Consideration on all projects will be given to energy efficient technologies that benefit the environment and reduce the carbon footprint of the Service

9. Your Fire and Rescue Service Priorities

- 9.1 Continuously improve using digital and data platforms to innovate and work smarter requires continues investment in ICT assets. The projects identified in this report will improve our existing ICT infrastructure. We will deliver value for money by using contracts and frameworks that have been competitively procured. All projects will have robust governance procedures and protocols in place ensuring integrity and transparency.

10. Conclusions

- 10.1 It is recommended that the proposals in the report be approved.

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Agenda item: 08

Insurance Renewals 2025/26

Finance and Resources Committee

Date: 17th April 2025

Submitted by: Director of Finance and Procurement

Purpose: To report on the outcome of the insurance renewals process and provide details of the insurance premiums for 2025/26.

Recommendations: That members note the report

Summary: The Authority is a member of the Fire and Rescue Indemnity Company (FRIC) which provides the majority of insurance cover. There are some policies that are sourced externally from FRIC which have been subject to quotes or a tender process.

Local Government (Access to information) Act 1972

Exemption Category: None

Contact Officer: Alison Wood, Director of Finance and Procurement,
Alison.wood@westyorksfire.gov.uk
07500 075362

Background papers open to inspection: None

Annexes: None

1. Introduction

- 1.1 The process for the renewal of insurance premiums has now been completed and the purpose of this report is to provide details of the outcome.

The Fire Authority in September 2022 approved the transfer of insurance arrangements to the Fire and Rescue Indemnity Company (FRIC) from the 1st of April 2023. Some insurance sits outside of FRIC and have been subject to either competitive quotes or annual renewal under long-term agreements.

- 1.2 The Fire and Rescue Indemnity Company (FRIC) is an entity formed by other fire and rescue authorities, to function as a pool for insurance purposes. Under the pooling arrangements all the participating fire and rescue authorities share financially with each other, on a proportionate basis, the cost of establishing a pool fund from which any loss incurred by an individual member of the insurance pool would be met. It is owned and controlled by the member Fire and Rescue Authorities, currently Avon, Bedfordshire, Buckinghamshire, Cambridgeshire, Cheshire, Devon and Somerset, East Sussex, Essex, Hampshire & Isle of Wight, Kent, Leicestershire, Royal Berkshire, and Staffordshire.

Losses above the pool's threshold are covered by insurance cover purchased by FRIC.

- 1.3 The Company was set up to provide an alternative to traditional insurance and give member fire and rescue authorities greater control over the cover provided and the management and settlement of claims.

Cover is provided via a mutual arrangement; the structure of this arrangement means contributions are paid in to a 'pot' based on the individual risks and historic claims profile. The pool is not profit making so the cost of each fire authorities contributions should be lower than the premium payable to external insurers, who will include a profit element in their premiums.

- 1.4 The Authority not only benefits from reduced premiums by been a member of FRIC but it also benefits from:

- a) Collaboration, by working collaboratively with each other through the mutual model, FRIC's Members have gathered together a unique dataset which is used to understand and price their risks efficiently. Commercial insurers guard such data carefully, giving them the advantage in pricing risks. FRIC uses this data to give its members collectively a well-informed negotiating position with insurers when placing the insurance element of the cover provided to them. Without this collaborative approach, each Member negotiating individually with insurers would have a weaker negotiating position and should expect to achieve a worse outcome than that which is achieved by collective negotiation.

- b) Insurance Premium Tax at 12% is payable on all insurance premiums, but FRIC's structure means that this is not payable on the contributions to FRIC, which is a cash saving.
- c) Performance related incentives are used to reward Members for good risk management leading to lower claims numbers, prompt reporting of claims, and lower claims costs.
- d) FRIC is a not-for-profit organisation. Any surplus that it makes is reinvested into the Mutual for the benefit of its members and/or returned to its members in accordance with its policy on distributing reserves. This contrasts with the alternative commercial market insurers who will price their products with the aim of making a profit and who will use profits to bolster their reserves and/or pay dividends to shareholders.

1.5 Although we purchase the majority of our insurance cover through FRIC we still use the services of a broker for other insurance advice and procurement.

2. Information

2.1 The table below shows there has been an increase in the annual premium in 2025/26 of £0.069m from that paid in 2024/25, this equates to an overall increase of 8.0%.

Class of Insurance	Insurer	2024/25 Renewal Premium	2025/26 Renewal Premium
Property Damage	FRIC	£93,652	£91,951
Combined Liability	FRIC	£331,450	£329,906
Motor Fleet	FRIC	£276,672	£341,052
Excess EL	TS Dallas	£27,240	£30,834
Engineering Inspection	Zurich Municipal	£99,572	£101,428
Engineering Insurance	Zurich Municipal	£324	£282
Fidelity Guarantee	Zurich Municipal	£10,786	£11,217
Personal Accident and Travel	Aon Uk Limited	£18,204	£19,889
Aviation (Drone)	Coverdrone	£1,192	£1,192
		£859,092	£927,751
Insurance Premium Tax		£3,622	£3,876
TOTAL Premium		£862,714	£931,627
Broking Fee		£500	£500
Total Cost		£863,214	£932,127

2.2 Annual insurance cover with FRIC runs from the 1st of November to the 31st of October which is planned to align with the budget setting cycle. All other insurance cover is from the 1st of April to the 31st of March.

- 2.3 The renewal process with FRIC commences in August which involves the procurement team providing employee numbers, wage roll costs, fleet details, and property information to FRIC so that they can calculate the insurance renewal for the forthcoming year.
- 2.4 If you exclude transport insurance, the overall increase in FRIC premiums is 0.8%, in 2025/26 there has been a 23% increase in fleet insurance. This is due to the Authority needing to not only insure the new appliances but also insure those that are currently been in the process of being disposed. The cost of fleet insurance is thus expected to decrease in 2026/27.
- 2.5 If the Authority had continued to procure insurance under the previous arrangements, the annual premiums would be an estimated £1.406m, thus generating a saving of £0.474m in 2025/26.
- 2.6 FRIC is currently sourcing Cyber insurance for its members which will be at no additional cost and will be included in existing premiums. The insurance will be provided by Coalition who are a specialist Cyber cover insurer and will provide £1m of insurance cover for the Authority in the event of a Cyber incident.

3. Policies currently under long-term agreements

- 3.1 There is some insurance cover that sits outside FRIC which the Authority has to procure themselves, these are for, engineering inspection, fidelity guarantee, personal accident and travel and drone.
- 3.2 The following section explains the position with the policies that are currently under long-term agreements. In most cases there will be some change in the premiums to reflect changes in the value of our assets along with the indexed increase to reflect price increases.

3.3 Engineering and Inspection

Engineering and inspection insurance is a specialist area of insurance which was subject to competition for renewal in 2025/26. The existing provider, ZM, was successful in the tender process. Even though a full tender process has been undertaken, there has only been a small increase in cost from 2024/25.

3.4 Personal Accident and Travel

The premium for 2025/26 has slightly increased due a necessary uplift on the limit on each individual claim which has increased from £0.250m to £1.00m. This limit is calculated on the highest salary paid by the Authority.

3.5 Fidelity Guarantee

This cover has been renewed with Zurich Municipal and as part of a long-term agreement and there has been a small increase in price from 2024/25 which is due to an increase in staff that primarily deal with treasury management activities.

3.6 Aviation

Aviation insurance are for the Authority's drones which are primarily used at incidents to inform crews of current conditions. This year's premium has remained the same as 2024/25.

3.7 Insurance Premium Tax

With effect from 1st June 2017 Insurance premium tax was increased from 10% to 12% and unlike VAT this cannot be recovered. Insurance Premium Tax is applied to the premiums except for the engineering inspection fee which is exempt. Engineering and Inspection Insurance is exempt from insurance premium tax.

As detailed in 1.4 the FRIC hybrid mutual model means Insurance Premium Tax (IPT) is only due on the Protection Program premiums that are paid to external insurers by FRIC on its and its members behalf.

4. Financial Implications

- 4.1 For insurance renewals for 2025/26 there has been a small increase in premium of £0.069m, this has been built into the Medium-Term Financial Plan.

5. Legal Implications

- 5.1 The Monitoring Officer has considered this report and is satisfied it is presented in compliance with the Authority's Constitution.

6. People and Diversity Implications

- 6.1 There are no people or diversity implications

7. Equality Impact Assessment

- 7.1 Are the recommendations within this report subject to Equality Impact Assessment as outlined in the EIA guidance?: No

8. Health, Safety and Wellbeing Implications

- 8.1 There are no health, safety and wellbeing implications

9. Environmental Implications

- 9.1 There are no environmental implications

10. Your Fire and Rescue Service Priorities

10.1 This report links with the Community Risk Management Plan 2022-25 strategic priorities below:

- Provide ethical governance and value for money.
- Collaborate with partners to improve all of our services.

11. Conclusions

11.1 The Authority has completed the insurance renewal process for 2025/26. The majority of insurance is provided by FRIC which continues to deliver ongoing annual savings of an estimated £0.474m in 2025/26 compared against the traditional insurance arrangements prior to joining FRIC in 2023.

11.2 For insurance cover that sits outside of the arrangements with FRIC, these have seen small increases which is primarily due to inflation and required increase in existing cover.