



Hereford & Worcester Fire Authority

Policy and Resources Committee

Monday, 16 November 2015, 10:30

## Minutes

**Members Present:** Mr R C Adams, Mr D W Prodger MBE, Mr C B Taylor, Mr P A Tuthill, Mr A Fry, Mr R M Udall, Ms R E Jenkins, Mrs F M Oborski MBE, Mr J W R Thomas, Mr R J Phillips

**Substitutes:** none

**Absent:** Mr J L V Kenyon

**Apologies for Absence:** Mr B A Baker, Mrs E Eyre

**Declarations of Interest:** none

### 32 Confirmation of Minutes

**RESOLVED that the minutes of the Policy and Resources Committee held on 14 September 2015 be confirmed as a correct record and signed by the Chairman.**

### 33 2015/16 Budget Monitoring - 2nd Quarter

Members were informed of the current position on budgets and expenditure for 2015/16.

With regard to the Revenue budget, Members' attention was drawn to the additional savings arising from an underspend of RDS pay, the firefighters pay award being settled at 1% and savings from the reduction of our workforce.

With reference to the Capital budget, Members were advised that the total budget was £14.649m, expenditure of only £1.499m had been incurred with a further £1.439m committed by way of orders. Members were also advised that the Authority had not given full approval for the Redditch and Hereford Fire Station schemes included in the budget and £0.784m remained as unallocated minor schemes.

Members were disappointed with the delay on building projects for Hereford and Redditch, however understood that due to a capacity issue, this would progress further now that Place Partnership Limited had been established.

**RESOLVED that the forecast revenue underspend of £0.792m be noted.**

#### **34 Quarter 2 Performance Report 2015-16**

Members were provided with a summary of Quarter 2 performance against the Fire Authority's Annual Plan 2015-16 using the set of Key Performance Indicators (KPIs) agreed by the Senior Management Board.

Members' attention was drawn to the highlights of performance which were detailed in the recommendation.

Concern was raised over the increase of RTCs and attendance standards.

At 11.00 am a one minute silence was held in honour of the victims of the tragic events in Paris.

**RESOLVED that Members note the following headlines taken from Appendix 1 relating to performance in Quarters 1 and 2 2015-16:**

**i) The total number of incidents attended in Quarters 1 and 2 2015-16 has seen an overall increase of 3.4% (111 incidents) in comparison to the same two quarters in 2014-15.**

**ii) A rise in Fire incidents by 12.7% (121 incidents) accounts for the largest proportion of the overall increase, with a seasonal increase in Secondary Fires during the summer months, particularly grassland, woodland and crop fires, accounting for over three-quarters of the increase.**

**iii) The Service attended the second lowest number of Special Service incidents in the 9 years since our records began, which is 11.2% lower than the 5 year average.**

**iv) False Alarms incidents also recorded the second lowest number attended since records began, which is 4.7% lower than the 5 year**

average.

**v) Sickness levels for all staff have remained within tolerance levels for Quarter 1 and 2.**

**vi) The Service attended 57% of Building Fires within 10 minutes, compared to 57.4% in the same period in 2014-15.**

**vii) Retained 1st appliance availability has improved since Quarter 1 2014-15 at 94.1% compared to 90.5%.**

### **35 Sky Lanterns**

Members were provided with an update on the local and national initiatives aimed at reducing the risks associated with the use of sky (Chinese) lanterns and asked to adopt the CFOA policy statement as the Fire Authority's position on the matter.

During discussions, Members requested that sky lanterns be banned at Fire Authority premises and suggested a press release be published.

**RESOLVED that:**

**i) a policy on the issue of sky (Chinese) lanterns be approved in accordance with the Chief Fire Officers Association (CFOA) position statement on Chinese lanterns, dated July 2013;**

**ii) the use of sky lanterns at Fire Authority premises be banned; and**

**iii) the matter be drawn to the attention of District Councils and Parish Councils (via CALC).**

### **36 Health and Safety Committee Update**

Members were updated on the activities and items of significance from the Service's Health and Safety Committee.

Members' attention was drawn to the list of Health and Safety events detailed at Appendix 1.

**RESOLVED that the following issues, in particular, be noted:**

**(i) Health and Safety performance for Quarter 1 of year 2015-16 (Apr – Jun 2015); and**

**(ii) the involvement of the Service in a number of Health and Safety initiatives at national level.**

The Meeting ended at: 11:28

Signed:.....

Date:.....

Chairman