



# **HEREFORD & WORCESTER Fire Authority**

**Full Authority**

## **AGENDA**

**Wednesday, 12 October 2022**

**10:30**

**Council Chamber, County Hall  
County Hall, Spetchley Road, Worcester, WR5 2NP**



## **Fire Alarm**

- The fire alarm is tested every Tuesday at 13:45. Should the alarm sound at any other time you will need to leave the building via the nearest safe exit.)
- You will need to follow Officers to Assembly Point E (Northside) which is located outside the building.

## **Toilets**

- There are male and female toilets with baby change facilities in reception and a disabled toilet within the Register Office at the entrance adjacent to reception.

## **Parking**

- If you have parked in the visitor car park please collect a token from Reception upon leaving.
- Once the token has been inserted please wait for the traffic light to change to green before driving off. The barrier will lower only when the light is green.

## **Smoking Policy**

- Smoking is not permitted anywhere within the building. There is a smoking shelter located by the cascades which are situated between the upper and lower lakes.

## **OPTIONAL INFORMATION**

### **Cafe**

- There is a cafe located on the ground floor, a short distance from Reception which you are welcome to use. It sells a range of hot and cold foodstuffs as well as having a coffee bar.
- The Lakeview Cafe is open for business 08:00 to 15:00 Monday to Friday. The area is available for informal meetings unless specifically booked for an event although we ask that you only do so outside the busy lunchtime period when diners are given priority use.

### **Shop**

- There is a shop adjacent to the cafe and stocks a range of sandwiches, snacks, sweets and newspapers.
- The shop's opening hours are 08:00 to 14:00 Monday to Friday
- There is a snack/cold drink vending machine immediately outside the shop for use during and outside of the shop's hours of business. There is also a KLIX hot drinks machine.

### **Grounds/Site traffic**

- Please note that County Hall and its grounds are public therefore there may be any number of people walking around the site including those walking their dogs or travelling to the nearby schools.
- Due to this we have a site wide 10 mph speed limit

### **Public Transport**

- There are two bus stops within the grounds of County Hall, one adjacent to each of the site entrances. Both have timetables and as a guide there are generally four buses per hour into the city centre.

**ACCESS TO INFORMATION – YOUR RIGHTS.** The press and public have the right to attend Local Authority meetings and to see certain documents. You have:

- the right to attend all Authority and Committee meetings unless the business to be transacted would disclose “confidential information” or “exempt information”;
- the right to film, record or report electronically on any meeting to which the public are admitted provided you do not do so in a manner that is disruptive to the meeting. **If you are present at a meeting of the Authority you will be deemed to have consented to being filmed or recorded by anyone exercising their rights under this paragraph;**
- the right to inspect agenda and public reports at least five days before the date of the meeting (available on our website: <http://www.hwfire.org.uk>);
- the right to inspect minutes of the Authority and Committees for up to six years following the meeting (available on our website: <http://www.hwfire.org.uk>); and
- the right to inspect background papers on which reports are based for a period of up to four years from the date of the meeting.

**Please note that when taking part in public participation, your name and a summary of what you say at the meeting may be included in the minutes.**

A reasonable number of copies of agenda and reports relating to items to be considered in public will be available at meetings of the Authority and Committees. If you have any queries regarding this agenda or any of the decisions taken or wish to exercise any of these rights of access to information please contact Committee & Members' Services on 01905 368209 or by email at [committeeservices@hwfire.org.uk](mailto:committeeservices@hwfire.org.uk).

**WELCOME AND GUIDE TO TODAY'S MEETING.** These notes are written to assist you to follow the meeting. Decisions at the meeting will be taken by the **Councillors** who are democratically elected representatives and they will be advised by **Officers** who are paid professionals. The Fire and Rescue Authority comprises 25 Councillors and appoints committees to undertake various functions on behalf of the Authority. There are 19 Worcestershire County Councillors on the Authority and 6 Herefordshire Council Councillors.

**Agenda Papers** - Attached is the Agenda which is a summary of the issues to be discussed and the related reports by Officers.

**Chairman** - The Chairman, who is responsible for the proper conduct of the meeting, sits at the head of the table.

**Officers** - Accompanying the Chairman is the Chief Fire Officer and other Officers of the Fire and Rescue Authority who will advise on legal and procedural matters and record the proceedings. These include the Clerk and the Treasurer to the Authority.

**The Business** - The Chairman will conduct the business of the meeting. The items listed on the agenda will be discussed.

**Decisions** - At the end of the discussion on each item the Chairman will put any amendments or motions to the meeting and then ask the Councillors to vote. The Officers do not have a vote.



# Hereford & Worcester Fire Authority

## Full Authority

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### Agenda

#### Councillors

Mr C B Taylor (Chairman), Mr R J Phillips (Vice Chairman), Mr A Amos, Mr D Boatright, Mr S Bowen, Mr B Brookes, Mr D Chambers, Mr B Clayton, Mr A Ditta, Mrs E Eyre BEM, Mr I D Hardiman, Mr Al Hardman, Mr J Hardwick, Mr M Hart, Mrs K Hey, Mrs E Marshall, Ms N McVey, Ms J Monk, Mr D Morehead, Mr R J Morris, Ms L Robinson, Mr L Stark, Mrs D Toynbee, Mr R M Udall, Mr T Wells

No.	Item	Pages
1	<b>Apologies for Absence</b>  To receive any apologies for absence.	
2	<b>Declarations of Interest (if any)</b>  This item allows the Chairman to invite any Councillor to declare an interest in any of the items on this Agenda.	
3	<b>Chairman's Announcements</b>  To update Members on recent activities.	
4	<b>Public Participation</b>  To allow a Member of the public to present a petition, ask a question or make a statement relating to any topic concerning the duties and powers of the Authority.  Members of the public wishing to take part should notify the Head of Legal Services in writing or by email indicating both the nature and content of their proposed participation to be received no later than 2 clear working days before the meeting (in this case 7 October 2022). Further details about public participation are available on the website. Enquiries can also be made through the telephone numbers/email listed below.	

<b>5</b>	<b>Confirmation of Minutes</b>	<b>1 - 20</b>
	To confirm the minutes of the meeting held on 22 June 2022.	
<b>6</b>	<b>Financial Matters</b>	<b>21 - 30</b>
	To inform Members of the current position on the revenue and capital budget for 2022/23, in lieu of the cancelled September Policy & Resources Committee meeting and to provide Members with an update on the Medium Term Financial Plan (MTFP).	
<b>7</b>	<b>Review of Committee Seats</b>	<b>31 - 34</b>
	To note changes to the membership of political groups and allocation of committee seats, which had been anticipated but had not taken effect when the Authority last met.	
<b>8</b>	<b>His Majesty's Inspectorate of Constabularies and Fire and Rescue Services (HMICFRS) Improvement Plan – Update Q1 2022</b>	<b>35 - 61</b>
	To update Members on the HMICFRS Improvement Plan following the inspection report dated 15 Dec 2021.	
<b>9</b>	<b>Strategic Fire Alliance Update</b>	<b>62 - 64</b>
	To update the Fire Authority on progress against the programme of priority projects developed by the Strategic Fire Alliance between Hereford & Worcester Fire and Rescue Service (HWFRS) and Shropshire Fire and Rescue Service (SFRS).	
<b>10</b>	<b>2022-23 Performance Report: Q1 (01 April – 30 June 2022)</b>	<b>65 - 93</b>
	This report summarises the Service's performance for Quarter 1, 2022-23.	
<b>11</b>	<b>Property Update</b>	<b>94 - 96</b>
	To provide an update for Members on the current property programme	
<b>12</b>	<b>Minutes of the Audit and Standards Committee</b>	<b>97 - 100</b>
	To receive the minutes of the meeting held on 20 July 2022.	
<b>13</b>	<b>Urgent Decision Taken</b>	<b>101 - 102</b>
	To advise Members of an urgent decision that has been taken since the last meeting of the Policy and Resources Committee in relation to the redevelopment of Broadway Fire Station.	

## **14 Exclusion of the Press and Public**

In the opinion of the Clerk to the Authority the meeting will not be, or is not likely to be, open to the public at the time Items 15 and 16 are considered for the following reason:

Item 15 is likely to disclose information relating to the financial or business affairs of any particular person (including the authority holding that information).

Item 16 is likely to disclose information relating to an individual.

## **15 Broadway Fire Station**

- Information relating to the financial or business affairs of any particular person (including the authority holding that information);

## **16 Proposed Interim Changes to Principal Officer Structure**

- Information relating to any individual;