



Minutes

Members Present:

Mr K Taylor (Chairman) Mr R Adams (Vice-Chairman)

Mr A Amos, Mr P Gretton, Mr A. Hardman, Brigadier P Jones CBE, Mrs M Lloyd-Hayes, Mrs F Oborski, Mr S Peters, Mr D Prodger MBE, Mr D Taylor, Mr P Tuthill and Mr R Udall.

No.	Item
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1.	Apologies for Absence
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Apologies for absence were received from Ms R. Jenkins.

2.	Named Substitutes
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Mr S Peters substituted for Ms R Jenkins.

3.	Declaration of Interests
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None.

4.	Confirmation of Minutes
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RESOLVED that the Minutes of the meeting of the Policy and Resources Committee held on 28 January 2014 be confirmed as a correct record and signed by the Chairman.

The Chairman announced that the Appendix to item 14 (Asset Management Strategy – Hereford Fire Station) contained information that was likely to disclose information relating to the financial or business affairs of the Authority. The Chairman reminded Members that should any discussions with regards to the financial information be required that the Committee would firstly be asked to resolve to exclude the press and public.

5.	Disposal of Bromsgrove and Worcester Fire Station
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The Head of Asset Management presented a report that sought approval for the disposal of Worcester and Bromsgrove fire station sites. It was explained to the Committee that the Authority had positive working relationships with the partner organisations involved and that the best capital receipts would be sought by the Chief Fire Officer, Treasurer and Head of Legal Services, in consultation with the Authority Chairman.

Resolved that:

- (i) the Policy and Resources Committee authorise the disposal of Worcester Fire Station and Bromsgrove Fire station for the best consideration reasonably obtainable; and***
- (ii) on terms to be agreed by the Chief Fire Officer, Treasurer and Head of Legal Services, in consultation with the Chair of the Fire Authority.***

6. Outline Business Case for a Joint Property Vehicle

The Chief Fire Officer presented a report that advised the Policy and Resources Committee about the Outline Business Case (OBC) for a potential Joint Property Vehicle (JPV) between public sector partners. The Chief Fire Officer explained that although officer resources had been committed to explore the potential for a JPV, there would be no financial resources committed unless the Authority made the decision to be a core partner.

Resolved that:

- (i) the summary of the Outline Business Case (OBC) for a Joint Property Vehicle (JPV) be noted;***
- (ii) the project continues to be supported towards the Final Business Case (FBC) where the Authority will decide whether to be a core partner in a proposed JPV; and***
- (iii) no financial resources are committed to the creation of a JPV unless and until the decision to be a core partner in the JPV has been agreed by the Authority.***

7. Regulation of Investigatory Powers – Review

The Head of Legal Services presented a report that reviewed the Authority's policy on the authorisation of covert surveillance techniques under the Regulation of Investigatory Powers Act 2000.

Resolved that:

- (i) the committee notes there has been no use of covert investigatory techniques during the past year; and***
- (ii) no change be made to the existing policy.***

8. 2013/14 Budget Monitoring – 3rd Quarter

The Treasurer presented a report that informed the Policy and Resources

Committee of the current position on budgets and expenditure for the period April 2013/14.

Resolved that approval of the transfer of the underspend to reserves be authorised as follows:

- (i) £0.400m to the Pension Tribunal Reserve; and***
- (ii) £0.573m to the Budget Reduction Reserve.***

9. Emergency Services Mobile Communications Programme (ESMCP)

The Head of Operational Support presented a report that informed the Policy and Resources Committee of the background and progress of the ESMCP.

Resolved that:

- (i) the current national contracts for critical mobile communications for the 3 emergency services are due to expire from 2016.***
- (ii) future contracts will be delivered by the Government's Emergency Services Mobile Communications Programme for 2015; and***
- (iii) a report will be brought to a future meeting of the Committee detailing any resources implications for the Authority.***

10. Health and Safety Audit – 2013

The Head of Operational Support presented a report that informed Committee members of the Health and Safety Audit undertaken in November 2013.

Resolved that:

- (i) the Policy and Resources Committee note the content of the Health and Safety Audit Report; and***
- (ii) note the high level action plan to discharge the 25 recommendations from the report.***

11. Health and Safety Committee Update

The Assistant Chief Fire Officer presented a report that provided the Policy and Resources Committee with an update on the activities and items of significance from the Service's Health and Safety Committee.

Resolved that the Policy and Resources Committee note that the Health and Safety Committee considered:

- (i) the quarterly Health and Safety Performance Report;***

- (ii) the Health and Safety Working Group Update;***
- (iii) the Health and Safety Audit presentation;***
- (iv) the Human Resources Update;***
- (v) the Training Update; and***
- (vi) the National Health and Safety Activities and Health and Safety Legislative changes.***

12. Update from Equality and Diversity Advisory Committee

The Chief Fire Officer presented a report that provided the Policy and Resources Committee with an update from the Equality and Diversity Advisory Group since the last report to the Policy and Resources Committee on 4 September 2013.

Resolved that the Policy and Resources Committee notes that:

- (i) the Equality Impact Assessment Process has been reviewed to ensure it continues to meet the requirements of the Equality Act 2010;***
- (ii) a Disability Toolkit has been developed and implemented in conjunction with the Fire Brigades Union; and***
- (iii) the Ethical Framework has been reviewed, implemented and refresher training has been rolled out Service-wide.***

13. Joint Consultative Committee Update

The Assistant Chief Fire Officer presented a report that informed the Policy and Resources Committee of the activities of the Joint Consultative Committee (JCC) since September 2013.

Resolved that the content of the report be noted, including the following items still under discussion by the Joint Consultative Committee:

- (i) the review of the Fire Control structure;***
- (ii) Service Policy on Financial Assistance for Medical Treatment;***
- (iii) Out of Service Mobilisation; and***
- (iv) the potential impact of the Community Risk Management Plan and Fire Cover Review.***

14. Asset Management Strategy : Hereford Fire Station

The Chief Fire Officer presented a report that advised the Policy and Resources Committee of a proposed arrangement to provide a new fire station in Hereford and seek approval to proceed with the project through to completion.

Resolved that:

- (i) the Policy and Resources Committee approve the proposed arrangement between Herefordshire Council and the Fire Authority to provide a new fire station in Hereford; and***
- (ii) that the Policy and Resources Committee authorise the Chief Fire Officer to proceed with the project to completion, on terms to be agreed with the Treasurer and Head of Legal Services and in consultation with the Chairman of the Fire Authority.***

The meeting concluded at 12.40 pm.

Signed: _____
Chairman

Date: _____