



Minutes

Members Present:

Mr K Taylor (Chairman) Mr R Adams (Vice-Chairman)
Mr A Amos, Mrs M Lloyd-Hayes, Mrs F Oborski, Mr D Prodger MBE, 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 Mr P Gretton, Mrs R Jenkins, Brigadier P Jones and Mr D Taylor.

2.	Named Substitutes
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No substitutes were appointed.

3.	Declaration of Interests
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No declarations of interests were made.

4.	Confirmation of Minutes
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RESOLVED that the Minutes of the meeting of the Policy and Resources Committee held on 19 November 2013 be confirmed as a correct record and signed by the Chairman.

5.	Budget 2014/15 and Review of Medium Term Financial plan (MTFP)
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The Treasurer presented a report that reviewed the current position in relation to budgets for 2014/15 and beyond.

Members were advised that since the report had been published additional information had become available and a sheet detailing the changes was handed round the table (see appendix 1 attached).

Information that was still awaited included details of the final grant settlement, the referendum limit and business rate data.

RECOMMENDED TO THE AUTHORITY:

- (i) to increase the Council Tax by £1.43 per year (1.94%) for 2014/15 (or a lower amount should the referendum threshold be set lower);
- (ii) to agree the budget assumptions;
- (iii) to approve the consequential budget and precept requirements for 2014/15;

- (iv) to approve the precept policy for the Medium Term Financial Plan (MTFP) period; and
- (v) to note the consequential budget gaps arising.
(see updated Appendix 1 attached).

6. Quarters 1 to 3 Performance 2013-14

The Head of Corporate Services presented a report that summarised Quarters 1 to 3 performance against the Fire and Rescue Authority Plan 2013-14, using the set of Key Performance Indicators agreed by Senior Management Board (SMB).

RESOLVED that the following headlines taken from Appendix 1 relating to performance in Quarters 1 to 3 2013-14 be noted:

- (i) the total number of incidents attended in Quarters 1 to 3 2013-14 is the lowest Quarters 1 to 3 total in seven years that the current data set has been collected;
- (ii) although the number of fires attended in Quarters 1 to 3 2013-14 have increased when compared to the same quarters last year, the Service attended the lowest Quarters 1 to 3 totals of Special Service (non-fire emergencies) and the second lowest number of false alarms in the last seven years;
- (iii) sickness levels for all staff continue to remain within tolerance levels and the amount of long term sickness has reduced at the end of Quarter 1 to 3 period;
- (iv) the Service continues to monitor and investigate the reasons behind reductions in the number of building fires attended by the first appliance within 10 minutes and the number of attendances by a second appliance within 5 minutes of the first; and
- (v) retained appliances are available for operational duty around 90% of the time.

7. Health and Safety Committee Update

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

Members' attention was drawn to the fact that a report would be brought to the Committee that outlined 25 recommendations that had been made as a result of the Health and Safety Audit.

RESOLVED that the contents of the report be noted.

8. Disposal of Aerial Appliances

The Area Commander (Operations Support) presented a report that outlined the outcome of the Aerial Appliance Review and recommended the removal of the aerial appliance at Bromsgrove and the disposal of the CARP.

Members were advised that the current aerial appliance at Bromsgrove whilst having been mobilised 36 times in the last 4 years had only actually been used 20 times. The CARP which had been intended as a replacement for the hydraulic platform had never been brought into service and was therefore no longer required.

RESOLVED that:

- (i) the aerial appliance be removed from Bromsgrove and the Service instead maintains the two aerial appliances – at Hereford and Worcester; and**
- (ii) the surplus hydraulic platform and CARP be disposed of in the most appropriate way with a view to realising the best return.**

9. Statutory Officers – Annual Appraisal Process

The Head of Legal Services presented a report that outlined the process to be put in place for the annual appraisal of the Chief Fire Officer/Chief Executive, as highlighted in the annual governance review and provided for Member input in relation to the process of Individual Performance and Development Review of the Deputy Chief Fire Officer, Monitoring Officer and Treasurer.

RESOLVED that the procedures for annual appraisal of the Chief Fire officer/Chief Executive, Deputy Chief Fire Officer, Treasurer and Monitoring Officer as set out in the appendix to the report be approved.

The meeting concluded at 11.30 am.

Signed: _____
Chairman

Date: _____