



Hereford & Worcester Fire Authority

Policy and Resources Committee

Wednesday, 11 September 2024, 10:30

Chairman: Mr R J Phillips

Vice-Chairman: Mr C B Taylor

Minutes

Members Present: Mr D Boulter, Mrs J Carwardine, Mr D Davies, Mr A Ditta, Mr D Morehead, Mr R J Phillips, Mr C B Taylor, Mr R M Udall, Mr T Wells

0266 Apologies for Absence

Apologies were received from Cllr D Chambers, Cllr J Monk and Cllr L Robinson.

0267 Named Substitutes

There were no named substitutes.

0268 Declarations of Interest (if any)

Cllr R Phillips declared that he was Vice Chair of the Firefighters Scheme Advisory Board (England and Wales), Chair of the Local Government Pension Scheme Advisory Board (England and Wales), and a member of the NJC for Fire Service (Grey Book and Green Book).

0269 Confirmation of Minutes

RESOLVED that the minutes of the Policy and Resources Committee meeting held on 8 May 2024 be confirmed as a correct record and signed by the Chairman.

0270 People Related Tender Processes - Contract Standing Orders

The Assistant Chief Officer - Director of Prevention presented a report to seek a waiver to Contract Standing Orders for an extension to two contracts, namely the Provision of Occupational Health Services and the Provision of a Payroll Managed Service and to enter into a new contract

with the existing provider of the Fitness Contract, without going to tender.

Members agreed that waiving the Contract Standing Orders for the specified services will allow a staggered, achievable approach to procurement and implementation of key contracts and is in the best interests of the Service as it will minimise operational disruptions.

RESOLVED that in accordance with Contract Standing Orders paragraph 3.1(g), the Chief Fire Officer (CFO) be authorised to:

- i) Enter into a new 3 year contract for the provision of fitness services with the existing provider;***
- ii) Extend the existing contract for the provision of occupational health services by 12 months; and***
- iii) Extend the existing contract for the provision of a payroll managed service by 24 months.***

subject in each case to the CFO being satisfied as to the terms proposed.

0271 Review of the Attendance Performance Measure

The Deputy Chief Fire Officer presented a report to review the Attendance Performance Measure (APM) data for the financial year 2023-24.

Members noted that since the inception of the APM 2,173 incidents were evaluated in the financial year 2023-2024. Of those, 1,711 (79%) met the expected response time. For the 21% not met this was due to a number of factors. Road obstructions, road closures, road works, temporary traffic controls and heavy traffic (all one category) was cited as the top cause of delays.

Members queried if the Fire Service were informed of future road closures and were pleased to learn that Fire Control are informed and systems are updated to reflect these closures.

RESOLVED that the Attendance Performance Measure (APM) for the financial year 2023–2024 be noted, in particular that the Service will:

- i) Continue to monitor trends in the APM targets that are met/not met and the causes of the delays to establish any seasonality trends.***
- ii) Review the causes of delays which are deemed within HWFRS' influence and their associated operational procedures, with a view to determining if and how time savings can be made without***

compromising safety and the quality of good practice.

0272 Fire Cadet Annual Review 2023/24

The Assistant Chief Officer - Director of Prevention presented Members with an update on the Fire Cadets' activity for 2023/24 to note.

Members queried where they were able to obtain further information on the Fire Cadets. The Assistant Chief Officer suggested a link to the Fire Service's website be emailed following the meeting.

RESOLVED that the Committee noted the Fire Cadets' activity update for 2023/2024.

0273 Quarter 1 Performance Report (01 April-30 June 2024)

The Assistant Chief Officer - Director of Prevention presented Members with a summary of the Service's performance for Quarter 1 2024-25.

It was noted that Members were extremely pleased with the prevention and protection work that was carried out by the Service. Members were reminded that there was a dedicated page on the Service's website which included contact details for a Home Fire Safety Visit (HFSV).

RESOLVED that details of the Q1 2024-25 performance headlines be noted, in particular that:

i) a total of 2,042 incidents were attended in q1 2024-25 which was an increase of 4% (+74) compared to q1 2023-24.

ii) fire incidents (430) were 3% fewer (-15) than in q1 2023-24 and below the five-year average of 483.

iii) special services (630) were 7% higher (+41) than in q1 2023-24 with road traffic collisions (RTCs) up by 38% (52 incidents) compared to q1 2023-24.

iv) false alarms (982) were 5% higher in number (+48) compared with q1 2023-24 and above the three-year average of 846.

0274 Property Update

The Assistant Chief Fire Officer - Director of Protection and Assets presented Members with an update on the current property programme.

Members were pleased to note that the official opening of Broadway fire station had taken place in July.

The construction work for the new Redditch fire station was well developed with the fit out now currently being undertaken. Members were pleased to note that the build was within its 86 week build programme.

The detailed design work was now ready for the new Hereford fire station with planning conditions now being satisfied.

A Member requested an up to date Asset list to confirm what buildings were owned by the Authority. The Chief Fire Officer was able to confirm that everything was owned by the Authority except Bromsgrove fire station and Headquarters at Hindlip which were rented.

RESOLVED that the property update and progress of the capital build programme and property maintenance is noted at:

- i) Broadway Fire Station***
- ii) Redditch Fire Station***
- iii) Hereford Fire Station***
- iv) North Herefordshire Strategic Training Facility***
- v) Relocation of Training Centre to Wyre Forest Fire Station***
- vi) Planned and reactive property maintenance***

0275 Exclusion of the Press and Public

RESOLVED that the press and public be excluded from the meeting for consideration of the following item due to the likelihood that it contains exempt information relating to the financial or business affairs of any particular person (including the authority holding that information), and the press and public are likely to be excluded from the discussion of the item.

0276 Redevelopment of Hereford Fire Station

The Chief Fire Officer presented an update on the proposals for the redevelopment of Hereford fire station on the existing site and to seek approval for an increased budget allocation in order for the project to progress and contracts be awarded.

Following discussion, Members agreed that the additional budget allocation for the proposed scheme offered the best opportunity to achieve the Authority's longstanding objective to provide a much-needed replacement fire station for Hereford.

Members noted that although this level of increase would cause some financial pressure on the capital programme and associated revenue consequences, the Treasurer advised that the estimated shortfall could be financed through borrowing and repayment accommodated within anticipated capital financing budgets. It was also noted that this may also be accommodated by delaying a small number of other lower priority potential capital projects in the future, such as the move of Training Centre from Droitwich to Wyre Forest.

RESOLVED that the budget allocation for the redevelopment of Hereford Fire Station be increased to the amount shown in Appendix 1 (CONFIDENTIAL - Not For Publication).

The Meeting ended at: 12:05

Signed:.....

Date:.....

Chairman