



Hereford & Worcester Fire Authority

Full Authority

Wednesday, 17 June 2015,10:30

Minutes

Members Present: Mr R C Adams, Ms L R Duffy, Mr W P Gretton, Ms K S Guthrie, Mrs A T Hingley, Mr D W Prodger MBE, Mr C B Taylor, Mr P A Tuthill, Mr A Fry, Ms R E Jenkins, Mr S C Cross, Mr J L V Kenyon, Mr R M Udall, Mr G J Vickery, Mr R I Matthews, Mrs F M Oborski MBE, Mr G C Yarranton, Mr B A Baker, Mrs E Eyre, Mr R J Phillips, Mr S D Williams

Substitutes: none

Apologies for Absence: Professor J W Raine, Mr J W R Thomas, Mr A Amos

Absent: Ms P Agar

30 Election of Chairman

Resolved that Mr D W Prodger MBE be elected as Chairman of the Fire Authority for the ensuing year, to hold office until his successor becomes entitled to act.

31 Election of Vice Chairman

Resolved that Mr R J Phillips be elected as Vice-Chairman of the Fire Authority for the ensuing year, to hold office until his successor becomes entitled to act.

32 Declarations of Interest (if any)

Mr R J Phillips declared he was the Vice-Chairman of the Local Government NJC employers.

33 Confirmation of Minutes

Resolved that the minutes of the meeting of the Fire Authority held on 18 February 2015 be confirmed as a correct record and signed by the Chairman.

Chairman's Announcements

- The Chairman welcomed new Members and thanked outgoing Members.
- Congratulations were given to Councillor Fran Oborski who was recently awarded an MBE for political and public service in the Kidderminster and Wyre Forest area.
- Congratulations were passed to James Clarke and Jayne Collins from Kidderminster who won this year's Trauma Challenge and to the team from Ross on Wye who once again won this year's Service Extrication Challenge.
- Members were informed of forthcoming seminars and tours.
- Finally, Members were made aware of the building works taking place over the next few months at Headquarters.

Appointment to Committees

A report was presented on the allocation of Committee seats to political groups and which sought to make appointments to those committees.

Resolved that:

i) the number of seats on each Committee and the allocation of those seats to political groups be as follows:

<i>Group</i>	<i>Appointments Committee</i>	<i>Audit & Standards Committee</i>	<i>Policy & Resources Committee</i>
<i>Conservative</i>	<i>4</i>	<i>7</i>	<i>7</i>
<i>Labour</i>	<i>1</i>	<i>2</i>	<i>2</i>
<i>Independent</i>	<i>1</i>	<i>1</i>	<i>2</i>
<i>2013</i>	<i>1</i>	<i>1</i>	<i>1</i>
<i>Non Aligned</i>	<i>0</i>	<i>1</i>	<i>1</i>
<i>(Total)</i>	<i>7</i>	<i>12</i>	<i>13</i>

ii) the following Members be appointed as the Chairman and Vice-Chairman of the following Committees:

a. Appointments Committee

Chairman: Mr D W Prodger MBE
Vice-Chairman: Mr R J Phillips

b. Audit and Standards Committee
Chairman: Ms L R Duffy
Vice-Chairman: Mr G C Yarranton

c. Policy and Resources Committee
Chairman: Mr C B Taylor
Vice-Chairman: Mr R C Adams

iii) In accordance with the wishes of Group Leaders, membership of committees be as set out in Appendix 1;

iv) non-aligned Members Mr S C Cross and Mr J L V Kenyon be appointed to the Audit and Standards Committee and to the Policy and Resources Committee, respectively;

v) Ms P Agar and Mrs F M Oborski be appointed to the Equality and Diversity Advisory Group;

vi) Mr G C Yarranton be appointed to the Health and Safety Committee; and

vii) Mrs A T Hingley be appointed as the Chairman to the Young Firefighters' Association Executive Committee.

36 Appointments to Outside Bodies

A report was presented to consider appointments to the Local Government Association.

Resolved that:

i) the previous practice for representation and voting on the Local Government Association be continued, as follows:

a. that the Authority's four representatives on the Local Government Association should be the Leaders of each of the current four political groups or their nominees;

b. that the 13 Service votes on the Local Government Association Assembly be allocated between its representatives on a politically

proportionate basis as follows:

Conservative Group	8
Labour Group	2
Independent Group	2
2013 Group	1
Total	13; and

c. the corporate vote on the Local Government Association Assembly be exercised by the Chairman or his nominee;

ii) the place and vote available to the Authority on the Local Government Association Fire Commission be exercised by the Chairman of the Authority;

iii) the Authority's representative on the Project Arrow Joint Project Board be the Chairman or his nominee; and

iv) the Chairman, Vice-Chairman and Political Group Leaders represent the Authority on the Project Arrow Member Reference Group.

37 Provisional Financial Results 2014/15

A report was presented with the financial results for 2014/15. Members were reminded that although this subject is normally a matter for the Policy and Resources Committee, this year the Committee did not meet between the end of the financial year and the date by which the Statement of Accounts had to be submitted.

During discussions about the transfer of staff to other stations, the Chief Fire Officer assured Members that where resources were available, staff that had been transferred would have the opportunity to have their skills updated as appropriate and they wouldn't be unduly disadvantaged for a return transfer to their original station should a vacancy occur.

[Councillor Guthrie left the meeting at 10.59am].

Resolved that the Authority:

- i) Notes the provisional financial results for 2014/15;**
- ii) Approves the transfer of £0.300m to the Operational Activity Reserve;**
- iii) Approves the transfer of £0.300m to an ear-marked reserve for late equipment delivery;**
- iv) Approves the transfer of the balance of £1.229m to a temporary earmarked reserve and require the Policy and Resources Committee to recommend its appropriate use; and**
- v) Approves the re-phasing of capital budgets to 2015/16 as detailed in Appendix 2.**

38 Annual Performance 2014-15

The annual performance for 2014-15 was presented using the set of Key Performance Indicators (KPIs) as agreed by the Senior Management Board.

Resolved that the Authority notes the following headlines taken from Appendix 1 relating to annual performance for 2014-15:

- i) the total number of incidents attended in 2014-15 is the lowest overall total in the nine years that the current data set has been collected. It is also the lowest number of incidents for each of the three main categories of incidents individually;**
- ii) sickness levels for all staff continue to remain within tolerance and are comparable with 2013-14;**
- iii) the Service saw a 6.5% increase in attendances at building fires that met the 10 minutes attendance standard, compared with the same period last year; and**
- iv) retained (on-call) first appliances were available for operational duty 94.3% of the time.**

39 Fire Authority Annual Report 2015-16

The Fire Authority's Report 2015-16 was presented for adoption and

approval for publication.

Resolved that the Fire Authority Annual Report 2015-16 be adopted and approved for publication subject to any final minor changes as agreed by the Chief Fire Officer in consultation with the Chairman.

40 Asset Management Strategy

A report was presented to Members on the progress made in the delivery of the Service's Asset Management Strategy to replace five fire stations and build four strategic training facilities. Members were made aware of the revised financial position on the capital projects confirming the funding gap had been reduced to zero.

Resolved that the Authority notes that since the Asset Management Strategy was proposed in March 2011:

- i) three fire stations have been replaced;**
- ii) three Strategic Training Facilities have been built;**
- iii) the Service has aligned its fire station replacement programme with the Police through closer collaboration; and**
- iv) the Place Partnership Limited venture has been registered as a company with a managing director having been appointed.**

41 Wyre Forest Blue Light Hub

An update on the Wyre Forest Blue Light Hub project was presented to gain authorisation for public consultation.

Resolved that the Authority approves the commencement of formal public consultation for the Wyre Forest Blue Light Hub project.

42 Members' Allowances

A report was presented to consider whether to make any alterations to the Members' Allowances Scheme for 2015/16 in light of the lack of change in the Consumer Price Index to April 2015.

Resolved that:

**i) the amended Members' Allowances Scheme 2015/16 be approved;
and**

**ii) there be no change to the level of Members' Allowances for
2015/16.**

43 Chief Fire Officer's Service Report

The Chief Fire Officer informed the Authority of recent key developments and activities. The Chief Fire Officer was thanked for setting up the Day Crewing Plus system. Members thanked Malvern Fire Station for their help on 9 May 2015 with the VE Day Celebrations.

Resolved that the report be noted.

44 Local Government Association Fire Conference and Exhibition 2015

The Chairman presented a report updating the Authority on issues raised at the recent Local Government Association (LGA) Annual Fire Conference and Exhibition 2015 held on 10-11 March 2015.

Resolved that the report be noted.

45 Minutes of Policy and Resources Committee

The Chairman of the Committee reported the proceedings of the Policy and Resources Committee meeting held on 25 March 2015.

Resolved that the minutes of the Policy and Resources Committee meeting held on 25 March 2015 be received and noted.

46 Minutes of Audit and Standards Committee

The Chairman of the Committee reported the proceedings of the Audit and Standards Committee held on 15 April 2015.

Resolved that the minutes of the Audit and Standards Committee meeting held on 15 April 2015 be received and noted.

The Meeting ended at: 12:30

Committee Seats 2015/16

<u>Policy and Resources Committee (13)</u>	<u>Conservatives (7)</u>	<u>Labour (2)</u>	<u>Independents (2)</u>	<u>2013 (1)</u>	<u>Non-Aligned (1)</u>
	Mr K Taylor (Chair)	Mr R Udall	Ms R Jenkins	Mrs F Oborski MBE	Mr J Kenyon
	Mr R Adams (Vice Chair)	Mr A Fry	Mr J Thomas		
	Mr B Baker				
	Mrs E Eyre				
	Mr R Phillips				
	Mr D Prodger MBE				
	Mr P Tuthill				
<u>Audit & Standards Committee (12)</u>	<u>Conservatives (7)</u>	<u>Labour (2)</u>	<u>Independents (1)</u>	<u>2013 (1)</u>	<u>Non-Aligned (1)</u>
<i>Cannot include:</i>	Ms L Duffy (Chair)	Ms P Agar	Mr B Matthews	Prof. J Raine	Mr S Cross
<i>Chair/Vice-chair of Authority;</i>	Mr G Yarranton (Vice-Chair)	Mr G Vickery			
<i>Outgoing Chair of Authority;</i>	Mr A Amos				
<i>Chair of Policy & Resources; or Group Leaders</i>	Mr P Gretton				
	Ms K Guthrie				
	Mrs A Hingley				
	Mr S Williams				
<u>Appointments Committee (7)</u>	<u>Conservative (4)</u>	<u>Labour (1)</u>	<u>Independent(1)</u>	<u>2013 (1)</u>	
<i>Should normally include:</i>	Mr D Prodger MBE (Chair)	Mr R Udall	Ms R Jenkins	Mrs F Oborski MBE	
<i>Chair of Authority</i>	Mr R Phillips (Vice-Chair)				
<i>Chair of Policy & Resources</i>	Ms L Duffy				
<i>Chair of Audit & Standards</i>	Mr K Taylor				

Member / Officer Working Group Representatives

Equality & Diversity Advisory Group:

Ms P Agar

Mrs F Oborski MBE

Health & Safety Committee:

Mr G Yarranton

Chairman of the Young Firefighters' Association Executive Committee

Mrs A Hingley