



Minutes

Members present:

Herefordshire:

Brigadier P Jones CBE, Mrs M Lloyd-Hayes, Mr D C Taylor and Mr P Watts.

Worcestershire:

(Chair) Mr D W Prodger MBE, (Vice-Chair), Mr R Adams, Mr M Broomfield, Mrs L Duffy, Mr A Fry, Mr P Gretton, Mr P Grove, Mr A Hardman, Mrs A Hingley, Mrs R E Jenkins, Mrs F M Oborski, Mr S R Peters, Mr C Taylor, Mr P Tuthill and Mr R Udall.

No. Item

1. Election of Chairman

Resolved that Councillor D W Prodger MBE be elected as Chairman of the Fire and Rescue Authority.

Following the election of the Chairman a minute's silence was held as a mark of respect following the deaths of former Councillor R Bullock and Councillor A Baker.

2. Election of Vice-Chairman

Resolved that Brigadier P Jones CBE be elected as Vice-Chairman of the Fire and Rescue Authority.

3. Apologies for Absence

Apologies for absence were received from Councillors A Amos, P Agar, B Matthews, J W Raine and P Sinclair-Knipe.

4. Declarations of Interest

No declarations of interest were made.

It was confirmed by the Clerk that Wychavon District councilors did not need to declare an interest at this meeting in the item regarding the Development at Evesham (minute 12 refers).

5. Confirmation of Minutes

Resolved that the minutes of the meeting of the Fire and Rescue Authority held on 13 February 2013 be agreed and signed by the Chairman.

6. Chairman's Announcements

The Chairman made the following announcements:

1. Welcome to new Members

The Chairman welcomed the 14 new Members of the Authority and

said that he looked forward to working with them.

2. Watch Commander Bob Morris

Watch Commander Bob Morris from Redditch Fire Station had been awarded the British Empire Medal in the Queen's Birthday Honours List for services to the communities of Worcestershire. Bob had served at Redditch Fire Station for over 35 years. The Chairman had sent him a congratulatory letter on behalf of the Authority.

3. Forms

Members were reminded to fill in their Written Undertaking and Declaration of Pecuniary Interest forms if they had not already done so.

4. Community Risk Management Plan/Fire Cover Review

A Member Development Seminar would be held for all Members at 2 pm on Tuesday 16 July 2013 at Service Headquarters. It was emphasised that this was an important seminar that would elucidate the issues regarding the Community Risk Management Plan ahead of decisions to be taken in the autumn.

7. Questions from Members of the Public

No questions had been submitted from members of the public.

8. Draft Constitution [FRA 036/13]

Members considered the adoption of the draft Constitution as recommended by the Audit Committee which was intended to:

- (i) define the matters of strategic importance that were reserved for decision by the full Authority;
- (ii) delegate other matters within the remit of individual committees to those committees for decision; and
- (iii) combine the previous Audit Committee and Standards Committee into a single Audit and Standards Committee.

Two changes had been made since the constitution had been considered at the Audit Committee on 17 April 2013:

- (i) the size of the Appointments Committee had been increased to 7 seats instead of 5. There was a requirement for the Chair of the Authority, Chair of Policy and Resources Committee and Chair of Audit and Standards Committee to be members and the increase in size of the Committee provided more flexibility in terms of political balance; and
- (ii) there had also been an increase in the size of the Audit and Standards Committee which would now comprise 13 members instead of 12. Again, this provided more flexibility in terms of political balance.

Members' attention was drawn to the hospitality protocol and they were reminded that in the interests of transparency they should declare any gifts which exceeded £5 in value.

Resolved that the Draft Constitution as set out at Appendix 1 to

Report FRA 036/13 be adopted.

9. Allocation of Seats to Political Groups and Appointments to Committees [FRA 037/13]

The Head of Legal Services presented a report on the allocation of Committee seats. Details of the Political Groups that had now been formed (Appendix 1 to these minutes) were tabled along with amended recommendations taking account of these groupings.

There was currently a seat vacant on the Authority due to the recent death of Councillor A Baker.

Resolved that the Authority:

- (i) notes the number of seats on each Committee and determines the allocation of those seats to political groups as follows:**

Group	Appointments Committee	Audit & Standards Committee	Policy & Resources Committee
Conservative	4	7	7
Labour	1	2	2
Independent	1	2	2
2013	1	1	2
Non Aligned	0	Vacancy	0
(Total)	7	13	13

- (ii) appoints the Chairman and Vice-Chairman of the following Committees:**

- (a) Appointments Committee – Chairman Councillor D W Prodger MBE, Vice-Chairman – Councillor A Hardman***

*(*subsequent to the meeting Brigadier Jones has been nominated to the Appointments Committee in place of Councillor A Hardman).*

- (b) Audit and Standards Committee**

Chairman – Councillor L Duffy

Vice-Chairman Councillor P Grove

- (c) Policy and Resources Committee**

Chairman – Councillor K Taylor

Vice-Chairman – Councillor R Adams

- (iii) authorises the Head of Legal Services to make appointments to Committees in accordance with the wishes notified by the Group Leaders;**
- (iv) A replacement for Councillor Baker, when nominated, will be a member of the Audit and Standards Committee.**
- (v) appoints Councillors F M Oborski and A Fry to the Equality and Diversity Advisory Group;**
- (vi) appoints Councillor Peter Watts to the Health and Safety Committee;**

- (vii) appoints one Member from each political Group, to be nominated by the respective Group Leaders, to the Member Development Working Group;***
- (viii) continues with the previous practice for representation and voting on the Local Government Association, as follows:***
 - (a) that the Authority's representatives on the Local Government Association be the Group Leaders 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:***

<i>Conservative Group</i>	<i>7</i>
<i>Labour Group</i>	<i>2</i>
<i>Independent Group</i>	<i>2</i>
<i>2013 Group</i>	<i>2</i>
<i>Total</i>	<i>13</i>
 - (c) the corporate vote on the Local Government Association Assembly be exercised by the Chairman or his nominee; and***
- (ix) the place and vote available to the Authority on the Local Government Association Fire Commission be exercised by the Chairman of the Authority.***

10. Members' Allowances [FRA 038/13]

A report was considered that asked the Authority to consider whether to increase the level of Members' allowances in line with the increase in the Consumer Price Index.

The Head of Legal Services advised that the Independent Remuneration Panel had agreed that the Authority could continue to update allowances in accordance with the Consumer Price Index.

Resolved that :

- (i) the approval by the Independent Remuneration Panels to the continued use of the Consumer Price Index to make any necessary annual adjustments to the Members' Allowances Scheme over the next four years be noted ; and***
- (ii) There be no increase in the level of Members' Allowances and that the rates applicable from 1 April 2010 be retained for the period 1 April 2013 to 31 March 2014.***

11. The Fire and Rescue Authority's Annual Plan 2013-14 [FRA 039/13]

A report was considered that asked the Authority to adopt the Fire and Rescue Authority's Plan 2013-14 and approve its publication.

The report was presented by the Assistant Chief Fire Officer and Members' attention was drawn to its key areas.

Resolved that the draft Fire and Rescue Authority Plan 2013-14 (Appendix 1 to report FRA 039/13) be adopted and approved for publication subject to any final minor changes as agreed by the Chief Fire Officer in consultation with the Chairman.

12. Development at Evesham [FRA 045/13]

A report was considered that sought approval of the terms negotiated with Wychavon District Council and authorised officers to conclude an agreement for the sale of the current Evesham Fire Station site and the provision of a new fire station and training facility which was approved in principle by the Policy and Resources Committee in March this year.

Resolved : that the Chief Fire Officer be authorised to enter into an agreement for the sale of the existing Evesham Fire Station on terms whereby:

- (i) the fire station and training facility are first relocated to the proposed site off Abbey Road, Evesham;***
- (ii) freehold ownership of the new site is transferred to the Fire Authority;***
- (iii) the Fire Authority contribute £150,000 towards the cost of developing the new fire station and training facility but all other costs are met by Wychavon District Council; and***
- (iv) such other detailed terms to give effect to the above as may be agreed by the Chief Fire Officer, Head of Legal Services and Treasurer.***

Councillor M Broomfield left the meeting at 12 noon.

13. Provisional Financial Results 2012/13 [FRA 044/13]

The Treasurer presented a report that outlined the provisional financial results for 2012/13 and asked the Authority to approve treatment of financial variations.

Councillor M Broomfield returned to the meeting at 12.05.

The Treasurer presented the report and highlighted the following:

- The projected underspend had increased from £0.767m to £1.447m.
- A reserve of £0.575m would be used for capital financing costs of the approved capital programme.
- The General Reserves were £1.396m which was 4.1% of the core

budget.

Brigadier P Jones left the meeting at 12.27

Resolved that the Authority:

- (i) notes the provisional financial results for 2012/13;***
- (ii) approves the use, creation and amalgamation of earmarked reserves (as set out in report FRA 044/13 at paragraph 12);***
- (iii) approves the rephrasing of capital budgets from 2012/13 to 2013/14 (as set out in report FRA 044/13 at paragraph 17); and***
- (iv) notes the Audit Committee will consider the Annual Statement of Accounts in detail.***

12.30 Brigadier P Jones returned to the meeting.

14. Chief Fire Officer's Service Report [FRA 040/13]

A report was considered that informed Authority Members of recent key developments and activities.

Members were reminded that they would receive additional information in the monthly Members' bulletin.

The Chief Fire Officer highlighted the input that the Service had had with regard to fires at recycling plants. He referred to the fire at Lawrence's Recycling Plant the previous weekend and advised members of its different nature to the fire that had been a fast burning fire which predominantly involved plastics rather than the deep seated smoldering fire of last December.

Resolved that the report be noted.

12.34 Councillor D Taylor left the meeting.

15. Annual Report from Standards Committee [FRA 041/13]

As the Chairman of the Committee was no longer a Member of the Authority, the Head of Legal Services presented a report that informed the Authority of the proceedings of the Standards Committee since the last Annual General meeting of the Authority.

Resolved that the report be noted.

16. Report of Audit Committee [FRA 042/13]

The Chairman of the Committee presented a report of the proceedings of the Audit Committee meeting held on 17 April 2013 and reminded Members about the Audit and Standards Committee training which would take place on 9 September 2013 at 2 pm at Service Headquarters in relation to the accounts.

Resolved that the report be noted.

17. Policy and Resources Committee Report [FRA 043/13]

The Chairman of the Committee presented a report that informed Members of proceedings of the Policy and Resources Committee meeting held on 27 March 2013.

Resolved that the report be noted.

The meeting finished at 12.43

Signed: _____

Date: _____

Chairman

Hereford & Worcester Fire Authority – Members 2013

Conservative Group (13)

Mr D W Prodger

Mr C B Taylor

Mrs L R Duffy

Mr A I Hardman

Mr P A Tuthill

Mr W P Gretton

Mrs A T Hingley

Mr R C Adams

Mr M H Broomfield

Mr P Grove

Brig. P. Jones CBE

Mr P Watts

Mr P Sinclair-Knipe

Labour Group (4)

Mr R M Udall

Mr A Fry

Mr A T Amos

Ms P Agar

Independent Group(4)

Mr D Taylor

Mr R Matthews

Mr S R Peters

Ms R E Jenkins

2013 Group (2)

Mrs F M Oborski

Prof J W Raine

Mrs M Lloyd-Hayes