



# HEREFORD & WORCESTER Fire and Rescue Authority

## AGENDA

SPECIAL MEETING

4.00 pm Thursday 19 July 2012

***PLEASE NOTE CHANGE OF VENUE***

Council Chamber  
County Hall  
Spetchley Road  
Worcester  
WR5 2NP

## ACCESS TO INFORMATION – YOUR RIGHTS

The Local Government (Access to Information) Act 1985 widened the rights of press and public to attend Local Authority meetings and to see certain documents. Your main rights are set out below:

- Automatic right to attend all Authority and Committee meetings unless the business if transacted would disclose “confidential information” or “exempt information”.
- Automatic right to inspect agenda and public reports at least five days before the date of the meeting.
- Automatic right to inspect minutes of the Authority and Committees (or summaries of business undertaken in private) for up to six years following the meeting.
- Automatic right to inspect background papers used in the preparation of public reports.
- Access, on request, to the background papers on which reports are based for a period of up to four years from the date of the meeting.
- Access to a public register stating the names and addresses and electoral divisions of members of the Authority with details of membership of Committees.
- A reasonable number of copies of agenda and reports relating to items to be considered in public must be made available to the public attending the meetings of the Authority and Committees.

If you have any queries regarding this agenda or any of the decisions taken or wish to exercise any of these rights of access to information please contact Committee Services on 0845 12 244554 or by email at [committeeservices@hwfire.org.uk](mailto:committeeservices@hwfire.org.uk).

## WELCOME AND GUIDE TO TODAY’S MEETING

These notes are written to assist you to follow the meeting. Decisions at the meeting will be taken by the **Councillors** who are democratically elected representatives and they will be advised by **Officers** who are paid professionals. The Fire and Rescue Authority comprises 25 Councillors and appoints committees to undertake various functions on behalf of the Authority. There are 19 Worcestershire County Councillors on the Authority and 6 Herefordshire Council Councillors.

### Agenda Papers

Attached is the Agenda which is a summary of the issues to be discussed and the related reports by Officers.

### Chairman

The Chairman, who is responsible for the proper conduct of the meeting, sits at the head of the table.

### Officers

Accompanying the Chairman is the Chief Fire Officer and other Officers of the Fire and Rescue Authority who will advise on legal and procedural matters and record the proceedings. These include the Clerk and the Treasurer to the Authority.

### The Business

The Chairman will conduct the business of the meeting. The items listed on the agenda will be discussed.

### Decisions

At the end of the discussion on each item the Chairman will put any amendments or motions to the meeting and then ask the Councillors to vote. The Officers do not have a vote.

## Agenda

### Councillors

#### Herefordshire:

Brigadier P Jones CBE (Vice-Chair),  
Mr. D Greenow, Mrs. M Lloyd-Hayes, Mr. B Matthews, Mr. D C Taylor, Mr. P J Watts.

#### Worcestershire:

Mr. D W Prodger MBE (Chair),  
Mr. T J Bean, Mr. B Bullock, Mrs. M Bunker, Mr. J Campion, Mr. J Cairns, Mrs. L Duffy, Mrs. L Eyre, Mr. A I Hardman, Mrs. L Hodgson, Mrs. G Hopkins, Mrs. F Oborski, Mrs. J Potter, Mr. C T Smith, Mr. T Spencer, Mr. K Taylor, Mr. J Thomas, Mr. R M Udall, Mr. G C Yarranton.

### Pages

1. **Apologies for Absence**

To receive any apologies for absence.

2. **Declaration of Interests (if any)**

The Members' Code of Conduct requires Councillors to declare any interests against an Agenda item, the nature of an interest and whether the interest is personal or prejudicial. If a Councillor has a personal interest, they must declare it but can stay, take part and vote in the meeting. If a Councillor has a prejudicial interest then they must declare what that interest is and leave the meeting room for the duration of the item.

This item allows the Chairman to invite any Councillor to declare an interest in any of the items on this Agenda.

3. **Exemption of the Press and Public**

**In the opinion of the Clerk to the Authority the meeting will not be, or not likely to be open to the public and press at the time item 4 is considered for the following reasons:**

- (a) Information relating to the financial or business affairs of any particular person (including the authority holding that information).
- (b) Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

**4 Settlement of Legal Claim**

*(Report to follow)*

**5. Readmission of the Press and Public**

To pass a motion to readmit the press and public to the meeting.

**6. Changes to the Standards Regime**

To propose various changes to the Standards Regime which are necessary in the light of regulations recently published in respect of the Localism Act 2011.

*(Report to follow)*