

# Agenda

## Members

### 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.

No.	Item	Pages
1.	<b>Apologies for Absence</b> To receive any apologies for absence.	
2.	<b>Declaration of Interests (if any)</b>  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.	<b>Chairman's Announcements</b>	
4.	<b>Confirmation of Minutes</b> To confirm the minutes of the Meeting of the Fire and Rescue Authority held on 28 September 2011.	1 - 5
5.	<b>Questions from Members of the Public</b> To receive questions previously submitted by members of the public more than five clear working days before the meeting of the Authority.	

<b>6. Chief Fire Officer's Service Report</b>	
To inform the Authority of recent key developments and activities together with performance information for the period 1 July 2011 to 30 September 2011.	<b>6 - 12</b>
<b>7. Fire and Rescue Authority Options for Appointment of a Treasurer and Clerk/Monitoring Officer</b>	
To bring to the Authority's attention the options that are available for the provision of services of a permanent Treasurer and permanent Clerk/Monitoring Officer; and To extend the interim appointments of the current temporary Treasurer and Clerk/Monitoring Officer until the end of May 2012 or until such time as permanent appointments are made.	<b>13 - 19</b>
<b>8. Future Financial Prospects</b>	
To inform the Authority of the initial review of future financial prospects.	<b>20 - 28</b>
<b>9. Future Service Planning</b>	
To update Members on changes to the Service's Business Planning Processes and Strategic direction.	<b>29 - 33</b>
<b>10. Reduction in Attendance at Automatic Fire Alarms-Consultation Feedback</b>	
To bring to the attention of the Fire and Rescue Authority the responses to consultation regarding the proposed reduction of attendances at Automatic Fire Alarms (AFAs) and to seek permission to implement the recommendations contained in this paper.	<b>34 - 57</b>
<b>11. Revised Redundancy Policy</b>	
To provide the Authority with the revised draft Redundancy Policy for approval.	<b>58 - 76</b>
<b>12. West Midlands Contractor Framework</b> (Report to follow)	
<b>13. Risk Management Strategy and Strategic Risk Register</b>	
To consider and recommend the revised Risk Management Strategy and Policy and the live Strategic Risk Register for approval by the Authority.	<b>77 - 114</b>
<b>14. Information Commissioner's Office Model Publication Scheme Review</b>	
To seek the Authority's approval of the revised Publication Scheme, in line with the Service's Governance arrangements.	<b>115 - 129</b>

<b>15. Amendment of Appointments Committee's Terms of Reference</b>	
To seek approval from the Authority to amend the wording of the Appointments Committee's Terms of Reference.	<b>130 - 131</b>
<b>16. Member Development 2011/12</b>	
To update Members on the current position with regards to Member Development.	<b>132 - 134</b>
<b>17. FRA Member Representative for Health and Safety Liaison Panel</b>	
To advise Members of the proposed new Member representative for the Health and Safety Liaison Panel.	<b>135 - 136</b>
<b>18. Audit Committee Report</b>	
To inform the Authority on the proceedings of the Audit Committee meeting held on 28 September 2011 and the Special Audit Committee meeting held on 7 November 2011.	<b>137 - 141</b>
<b>19. Policy and Resources Committee Report</b>	
To inform the Authority on the proceedings of the Policy and Resources Committee meeting held on 23 November 2011.	<b>142 - 145</b>
<b>20. FRA and Committee Meeting Dates for 2012/13</b>	
To inform Authority Members of the meeting dates for 2012/13.	<b>146 - 148</b>
<b>21. Exclusion of the Press and Public</b>	
<b>In the opinion of the Clerk to the Authority the meeting will not be, or is not likely to be open to the public and press at the time item 22 is considered for the following reason:</b>	
Item 22 is (a) likely to disclose information relating to the financial or business affairs of the Authority and (b) contains information relating to any consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority.	
<b>22. Business Continuity Planning</b>	
To update Members on planning arrangements and associated strategy and obtain Authority approval for such arrangements.	<b>149 - 154</b>
<b>Glossary</b>	<b>155 - 158</b>