



HEREFORD & WORCESTER Fire Authority

Full Authority

AGENDA

Wednesday, 13 October 2021

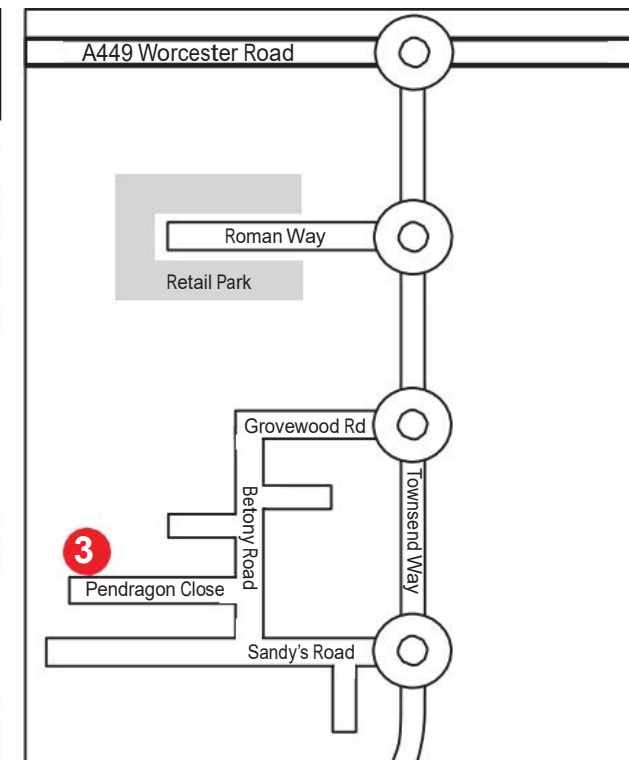
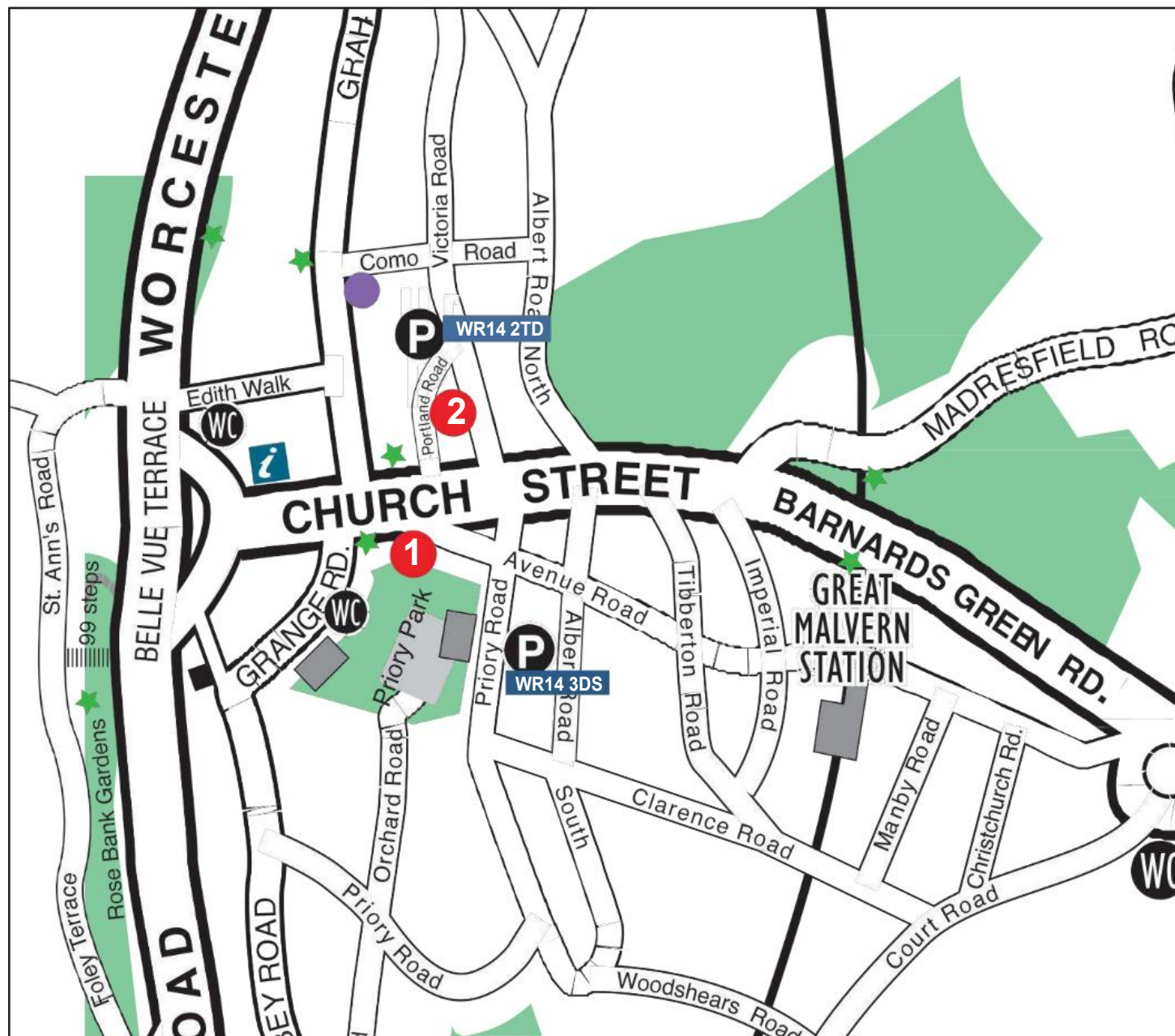
10:30

**Malvern DC Council Chamber
Malvern District Council, Avenue Road, Great Malvern,
Worcestershire, WR14 3AF**

Please note: There are no public parking facilities at the Council House car park. Parking is available on surrounding roads or the nearest alternative public car park is located in Priory Road, WR14 3DS (opposite the Splash Leisure Centre).

Malvern Hills District Council - How to find us

Malvern Hills District Council, Council House, Avenue Road, Malvern, WR14 3AF



Key

- 1** The Council House and The Council Chamber
The Council House, Avenue Road, Malvern WR14 3AF
- 2** Brunel House
Brunel House, Portland Road, Malvern WR14 2TB
- 3** The Depot
Operations Depot, Pendragon Close, Malvern WR14 1GR
-  Customer Service Centre at The Library
-  Malvern Tourist Information Centre
-  Bus Stop

ACCESS TO INFORMATION – YOUR RIGHTS. The press and public have the right to attend Local Authority meetings and to see certain documents. You have:

- the right to attend all Authority and Committee meetings unless the business to be transacted would disclose “confidential information” or “exempt information”;
- the right to film, record or report electronically on any meeting to which the public are admitted provided you do not do so in a manner that is disruptive to the meeting. **If you are present at a meeting of the Authority you will be deemed to have consented to being filmed or recorded by anyone exercising their rights under this paragraph;**
- the right to inspect agenda and public reports at least five days before the date of the meeting (available on our website: <http://www.hwfire.org.uk>);
- the right to inspect minutes of the Authority and Committees for up to six years following the meeting (available on our website: <http://www.hwfire.org.uk>); and
- the right to inspect background papers on which reports are based for a period of up to four years from the date of the meeting.

Please note that when taking part in public participation, your name and a summary of what you say at the meeting may be included in the minutes.

A reasonable number of copies of agenda and reports relating to items to be considered in public will be available at 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 & Members’ Services on 01905 368209 or by email at 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.



Hereford & Worcester Fire Authority

Full Authority

Wednesday, 13 October 2021, 10:30

Agenda

Councillors

Mr R J Phillips (Chairman), Mr A Amos, Mr S Bowen, Mr B Brookes, Mr D Chambers, Mr B Clayton, Mr A Ditta, Mrs E Eyre BEM, Ms K S Guthrie, Mr I D Hardiman, Mr Al Hardman, Mr M Hart, Mrs K Hey, Mrs E Marshall, Ms N McVey, Ms J Monk, Mr D Morehead, Mr R J Morris, Mr J Robinson, Ms L Robinson, Mr L Stark, Mr C B Taylor, Mrs D Toynbee, Mr R M Udall, Mr T Wells

| No. | Item | Pages |
|-----|--|-------|
| 1 | Apologies for Absence To receive any apologies for absence. | |
| 2 | Declarations of Interest (if any) This item allows the Chairman to invite any Councillor to declare an interest in any of the items on this Agenda. | |
| 3 | Chairman's Announcements To update Members on recent activities. | |
| 4 | Public Participation To allow a Member of the public to present a petition, ask a question or make a statement relating to any topic concerning the duties and powers of the Authority. Members of the public wishing to take part should notify the Head of Legal Services in writing or by email indicating both the nature and content of their proposed participation to be received no later than 2 clear working days before the meeting (in this case 8 October 2021). Further details about public participation are available on the website. Enquiries can also be made through the telephone numbers/email listed below. | |

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| 5 | Confirmation of Minutes | 1 - 11 |
| | To confirm the minutes of the meeting held on 17 June 2021. | |
| 6 | Medium Term Financial Plan (MTFP) Update | 12 - 15 |
| | To inform Members of the current position on the MTFP and limited information available on future budgets | |
| 7 | Public Consultation on a revised Attendance Performance Measure | 16 - 20 |
| | To seek permission from the Fire Authority to undertake public consultation on a new Service Attendance Performance Measure to align with Shropshire Fire and Rescue Service as outlined in the 2021-25 Community Risk Management Plan (CRMP). | |
| 8 | Arrangements for Appointment of External Auditors | 21 - 31 |
| | To approve arrangements for the appointment of external auditors following the conclusion of the 2022/23 audit year. | |
| 9 | Her Majesty's Inspectorate of Constabularies and Fire and Rescue Services (HMICFRS) Improvement Plan – Update September 2021 | 32 - 42 |
| | To provide Members with a final update on the implementation of the HMICFRS Improvement Plan following the inspection report dated 20 December 2018. | |
| 10 | Strategic Fire Alliance Board Update | 43 - 47 |
| | To update the FRA on progress against the programme of priority projects developed by the Strategic Fire Alliance between Hereford & Worcester and Shropshire Fire and Rescue Services. | |
| 11 | Minutes of the Audit and Standards Committee | 48 - 52 |
| | To receive the minutes of the meeting held on 28 July 2021. | |