

11. Report from Policy and Resources Committee

Purpose of report

1. To apprise Members of the proceedings of the Policy and Resources Committee meeting held on 28 January 2014.
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Recommendation

It is recommended that the contents of the report be noted.

Budget 2014/15 and Review of the Medium Term Financial Plan (MTFP)

2. A report was considered that outlined the current position in relation to budgets for 2014/15 and beyond.
3. A substantive report that makes recommendations to the Authority is included at Agenda item number 6.

Quarters 1 to 3 Performance 2013-14

4. A report was considered that gave a summary of Quarters 1 to 3 performance against the Fire and Rescue Authority Plan 2013-14 using a set of key performance indicators agreed by Senior Management Board (SMB).
5. The Head of Corporate Services highlighted the following:
 - The total number of incidents attended in Quarters 1 to 3 2013-14 is the lowest Quarter 1 to 3 total in the seven years that the current data set has been collected.
 - Although the number of fires attended in Quarters 1 to 3 2013-14 have increased when compared to the same quarters last year, the Service attended the lowest Quarters 1 to 3 totals of Special Service (non-fire emergencies) and the second lowest number of false alarms in the last seven years.
 - Sickness levels for all staff continue to remain within tolerance levels and the amount of long term sickness has reduced at the end of the Quarter 1 to 3 period.
 - The Service continues to monitor and investigate the reasons behind reductions in the number of building fires attended by the first appliance within 10 minutes and the number of attendances by a second appliance within 5 minutes of the first.

- Retained appliances are available for operational duty around 90% of the time.

6. The Committee noted the contents of the report.

Health and Safety Committee Update

7. A report was considered that provided the Policy and Resources Committee with an update on the activities and items of significance from the Service's Health and Safety Committee which included:

- A full health and safety audit (which will be reported back at a later date to the FRA).
- A bespoke audit system which has been developed by the Service's own Health and Safety advisor.
- A review of measures introduced in response to a series of Breathing Apparatus (BA) incidents.
- Measures that have been taken to improve fire fighter fitness.

8. Members' attention was drawn to an incident which had the potential to be serious. This related to an incident involving a firefighter and a ladder. It was unclear whether the incident was as a result of a fault on the ladder or was due to the way the operator had handled the equipment. The incident led to all ladders being tested as a precaution by the workshops and they are all working satisfactorily.

9. The Committee noted the contents of the report.

Disposal of Aerial Appliances

10. A report was considered that informed the Policy and Resources Committee of the outcomes of the Aerial Appliance Review.

11. The Committee agreed that the aerial appliance be removed from Bromsgrove and the Service instead maintains two aerial appliances at Hereford and Worcester and the surplus hydraulic platform and CARP be disposed of in the most appropriate way with a view to realising the best return.

Statutory Officers – Annual Appraisal Process

12. A report was considered that outlined the process to be put in place for the annual appraisal of the Chief Fire Officer/Chief Executive and requested Member input in relation to the process of individual Performance and Development Reviews of the deputy Chief Fire Officer, Monitoring Officer and Treasurer.

13. It was noted that the model appraisal scheme contained within the 'Gold Book' had been modified to meet the needs of the Authority.

14. The appendix to the report detailed how the Authority's existing Individual Personal Development Review (IPDR) process would be applied in the case of the Chief Fire Officer/Chief Executive.
15. The report suggested that appraisals should be conducted by the Chairman of the Authority and Chairmen of the Audit and Standards Committee and Chairman of the Policy and Resources Committee.
16. Whilst the Chief Fire Officer was responsible for the appraisals of the Director of Finance and Assets and Head of Legal Services those posts had direct accountabilities to the Authority as did the Deputy Chief Fire officer as it was a Member appointment. It was therefore suggested that there should be an element of Member input into the IPDR process for these posts. This would be achieved through a formal consultation with the Chairman of the Authority and the two Chairmen of Committees prior to the IPDR assessment.
17. Members agreed that the procedures for the annual appraisal of the Chief Fire Officer/Chief Executive, Deputy Chief Fire Officer, Treasurer and Monitoring Officer as set out in the Appendix to the report be approved.

Corporate Considerations

Resource Implications (identify any financial, legal, property or human resources issues)	Budget report – whole report. Aerial Appliances Report – financial implications – sale of aerial. Annual Appraisal Process report – appropriate training will be required for Members involved in the appraisal process. This can be delivered within existing resources.
Strategic Policy Links (identify how proposals link in with current priorities and policy framework and if they do not, identify any potential implications).	Budget report – whole report. Performance report – the areas included link with the FRA plan and strategic objectives of the Service. Annual Appraisal Process Report – the recommendations will strengthen the 'People' aspects of 'Our Strategy' by helping to ensure the proper development of senior officers.
Risk Management / Health & Safety (identify any risks, the proposed control measures and risk evaluation scores).	None
Consultation (identify any public or other consultation that has been carried out on this matter)	Aerial Appliances Report – consultation with FBU Officer Branch and FOA required.
Equalities (has an Equalities Impact Assessment been completed? If not, why not?)	Not applicable

Supporting Information

Background papers – Agenda and papers, Policy and Resources Committee, 28 January 2014.

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