

## MEETING OF THE ROYAL BERKSHIRE FIRE AUTHORITY'S EXECUTIVE COMMITTEE - PART I



Held on Monday 21 July 2008

Strategic Command Centre, Royal Berkshire Fire and Rescue Service  
Headquarters, 103 Dee Road, Tilehurst, Reading, Berkshire, RG30 4FS

**Those present:** Councillor Mrs Christine Bateson (Vice-Chairman, Fire Authority)  
Councillor Dr Paul Bryant (Chairman, Fire Authority)  
Councillor Jagjit Grewal (Member, Fire Authority)  
Councillor Angus Ross (Member, Fire Authority)

**In attendance:** Pat Arthur (Procurement and Facilities Manager) (05.10.08 / 05.11.08)  
Steve Baker (Thames Valley Police Arson Reduction Officer) (05.08.08)  
Iain Cox (Chief Fire Officer)  
Lynda Kenyon (Committee Manager)  
Paul Southern (Assistant Chief Fire Officer)  
Andrew Vallance (Authority Treasurer)  
David Wallace (Director of Human Resources)

**Observers:** Mark Stollery (Fire Brigades Union)  
Caroline Redzikowska (designate Fire Authority's Clerk and Monitoring  
Officer from 4 August 2008)

Mark Stollery (Fire Brigades Union) confirmed that the Fire Brigades Union did not wish to address the Executive Committee on any items on the Agenda.

### 05.01.08 ELECTION OF CHAIRMAN (2008/09)

The Chief Fire Officer invited nominations for the position of Chairman of the Executive Committee. Councillor Mrs Christine Bateson nominated Councillor Dr Paul Bryant, and this was seconded by Councillor Angus Ross. There were no further nominations received.

#### The Executive Committee:

- **Resolved** that Councillor Dr Paul Bryant be elected Chairman of the Executive Committee for the ensuing year until the Fire Authority's annual meeting in June 2009.

**Councillor Dr Paul Bryant in the Chair.**

### 05.02.08 ELECTION OF VICE-CHAIRMAN (2008/09)

The Chairman nominated Councillor Mrs Christine Bateson for the position of Vice-Chairman, and this was seconded by Councillor Jagjit Grewal. There were no further nominations received.

#### The Executive Committee:

- **Resolved** that Councillor Mrs Christine Bateson be elected Vice-Chairman of

**Action**

the Executive Committee for the ensuing year until the Fire Authority's annual meeting in June 2009.

#### **05.03.08 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Jeff Brooks, Councillor Colin Dudley and Councillor Fred Pugh.

#### **05.04.08 DECLARATION OF INTERESTS**

Having been reminded that, in accordance with the Fire Authority's Code of Conduct, Members were required to declare interests, which were Personal or Personal and Prejudicial, where appropriate, it was **Noted** that, on this occasion, there were no such declarations to be made.

#### **05.05.08 MEMBERSHIP OF EXECUTIVE COMMITTEE (2008/09)**

**The Executive Committee Noted** its Membership, as resolved by the Fire Authority at its annual meeting on 25 June 2008, and subsequently advised by the Liberal Democrat Party Group Leader.

#### **05.06.08 PART I MINUTES OF THE MEETING HELD ON 19 MAY 2008**

The Part I Minutes of the meeting held on 19 May 2008 were received and **Agreed** as a correct record for signing by the Chairman.

**Item 03.06.08 / 04.03.08 (Sprinkler Strategy)** - the Chief Fire Officer advised that he had recently been appointed as Chair of the National Fire Sprinkler Network. The Chief Fire Officer invited Fire Authority Members to advise him of any new builds within their respective Unitaries. He agreed that, to drive forward the Sprinkler Strategy, he would liaise with the Unitarys' Planning, Premises and Education Committees, and would then write to the respective Unitary Chief Executive Officers, extending an offer for a Royal Berkshire Fire and Rescue Service Officer to attend a full Council to speak to promote the Sprinkler Strategy.

CFO

**Item 04.14.08 (Human Resources Monitoring report)** - the Director of Human Resources agreed to verify with Becci Jefferies (Personnel Manager) if she had clarified to Members whether the benefits offered to Local Authority staff in Berkshire to use of the Local Authority leisure facilities could be extended to Royal Berkshire Fire and Rescue Service staff.

DHR

**The Executive Committee Noted** that the Actions from the last meeting had all been discharged.

#### **05.07.08 CHAIRMAN'S COMMUNICATIONS**

- The Chairman reported that he had recently attended a Phoenix presentation at Crowthorne and that he had been very impressed with the standards achieved by the young people involved in the project.
- On behalf of the Chairman, Pat Arthur (Procurement and Facilities Manager)

briefed the Committee on the recent Royal Berkshire Fire and Rescue Service's delegation to the 150<sup>th</sup> anniversary of Arcachon's Fire Station in Southern France and of the Bastille Day celebrations.

- On behalf of the Chairman, the Chief Fire Officer was pleased to report that the Royal Berkshire Fire and Rescue Service's Extrication Team had achieved overall second place in the recent World Rescue Organisation Extrication Challenge held in Cardiff.

#### **05.08.08 UPDATE ON THAMES VALLEY PARTNERSHIP (FIRE AND POLICE)**

The Assistant Chief Fire Officer advised that the Royal Berkshire Fire Authority's financial contribution to the Thames Valley Partnership was realising significant benefits.

The Assistant Chief Fire Officer introduced Steve Baker (Thames Valley Police Arson Reduction Officer). Steve Baker briefed the Committee of his responsibilities whilst considering investigations and recording of fires within the Thames Valley region. He provided a summary outline of the following:

- The Standard Operating Procedures for the handling of reports of fire related incidents within the Thames Valley region and to the information required from the Fire and Rescue Services to the Police in all cases of suspected arson, which it was hoped would be integrated with the Regional Control Centres. The Chairman suggested that the Regional Management Board and the South East Fire and Rescue Service Control Centre Ltd might also wish to consider this.
- The Fire Setter Intervention Scheme provided by Buckingham Fire and Rescue Service which he had passed to Mark Green (Community Safety) for consideration by the Royal Berkshire Fire and Rescue Service.
- The Bracknell Forest Unsecured Void Building initiative which had now been accepted by fifteen of the sixteen Councils within the Thames Valley region.
- The Non-Police Agenda (Fire Service) recording of Recordable Offences on the Police National Computer.

The Chairman conveyed his thanks to Steve Baker for his informative presentation.

#### **05.09.08 TERM OF OFFICE OF ELECTED FIRE AUTHORITY MEMBER REPRESENTATIVE, AND SUBSTITUTE REPRESENTATIVE, ON THE SOUTH EAST FIRE AND RESCUE SERVICE CONTROL CENTRE LTD**

The Executive Committee's endorsement was sought for the continued appointment of Councillor Angus Ross as the Elected Member attending for the Royal Berkshire Fire Authority on the South East Fire and Rescue Service Control Centre Ltd (SEFRCC) Board until the Fire Authority's annual meeting in June 2009. The Executive Committee was invited to consider whether the Fire Authority should, at its annual meetings, review its representative and substitute

representative appointments, and their respective terms of office, to the SEFRCC Board.

**The Executive Committee:**

- **Endorsed** the continued appointment of Councillor Angus Ross as the Elected Member attending for the Royal Berkshire Fire Authority on the SEFRCC Board until the Fire Authority's annual meeting in June 2009.
- **Invited** the Fire Authority, at its annual meetings, to consider the appointment, and term of office, of the Fire Authority's representative and substitute representative to the SEFRCC Board.

Standing  
Agenda  
item  
(Annual Fire  
Authority)

**05.10.08 SINGLE TENDER ACTION - FABRICATION OF EXTERNAL STAIRCASE AT DEE ROAD FIRE STATION, AND BALUSTRADING AT BRACKNELL FIRE STATION**

The Executive Committee's approval was sought for the award of an order to replace the external staircase to Dee Road Fire Station and the replacement of internal staircase balustrading at Bracknell Fire Station under single tender action.

In response to Members' concerns, the Chief Fire Officer and Pat Arthur assured the Committee that appropriate measures and monitoring of premises and safety issues were in place to ensure that required maintenance works were carried out in a timely manner to avoid any requirements for urgent works. The Committee was advised that, although alternative repairs to the Dee Road Fire Station external staircase had been previously considered, the rapid deterioration of the staircase had now resulted in the need for urgent works to be carried out. The Executive Committee was advised that the required works had not been put out for tender following the advice given by Hampshire County Council, as detailed in the presented report.

In respect to the required works to the Bracknell Fire Station's internal staircase, Pat Arthur assured the Committee that these works were in response to Regulation changes.

In response to Councillor Angus Ross, Pat Arthur considered that the costs, as detailed in the report presented, were comparable based on previous similar quotes for repairs to staircases.

**The Executive Committee:**

- **Agreed** the award of a contract to Steel Services (Winchester) Ltd under single tender action in compliance with Authority Standing Order CSO 24a and CSO 24d.

**05.11.08 SINGLE TENDER ACTION - REPAIR OF DIESEL TANK BUND AT WINDSOR FIRE STATION**

The Executive Committee's approval was sought for the retrospective award of an

order to repair the bund to the Vehicle Diesel tank at Windsor Fire Station under single tender action.

**The Executive Committee:**

- **Agreed** the award of an order to Morris and Blunt under single tender action in compliance with Authority Standing Order CSO 24d and CSO 24e.

**05.12.08 SOUTH EAST FIRE AND RESCUE SERVICE CONTROL CENTRE LTD (SEFRCCCL)**

Councillor Angus Ross (Fire Authority's representative) advised that the benefits of resilience were superseding the previously identified savings to be realised for FiReControl. He reported that any savings would not now be apportioned across the regions that were in deficit.

Councillor Mrs Christine Bateson (Fire Authority's Substitute Representative) provided an update from the recent SEFRCCCL meeting. She confirmed that the FiReControl's Business Case would be completed by October 2008, that visits to the South East Regional Control Centre would be commenced shortly, with prioritisation being given to Kent and West Sussex, and that a training day for Officers and Directors, including Substitutes, would be held on 2 October 2008. She stated that a consultation framework and a communications strategy were being developed. She also referred to the presentation given by the CLG (Communities and Local Government) and Lead Director which had detailed the financial and cost implications.

**05.13.08 2008/09 BUDGET MONITORING**

The Executive Committee was advised of the revenue and capital expenditure against budgets up to the end of June 2008.

The Chairman referred to a letter, dated 9 July 2008, from North Yorkshire Fire and Rescue Authority relating to an initiative concerning level of interests for a co-ordinated joint Fire and Rescue Authority's campaign to persuade the Government to re-consider its decision to lower the grant floor and reinstate more realistic levels. He advised of his support for this initiative and confirmed that he had responded to this effect to the aforementioned letter.

**The Executive Committee Noted** the 2008/09 Budget Monitoring report.

**05.14.08 MINUTES OF THE AUDIT COMMITTEE'S MEETING HELD ON 26 MARCH 2008**

**The Executive Committee Noted** the Minutes of the Audit Committee's meeting held on 24 January 2008.

**05.15.08 DATE OF NEXT MEETING**

**The Executive Committee Noted** that the next meeting would take place on Monday 22 September 2008 at 6.30pm in the Strategic Command Centre, Headquarters, Royal Berkshire Fire and Rescue Service.

## **05.16.08 EXCLUSION OF THE PUBLIC FROM THE MEETING**

**The Executive Committee Unanimously Resolved** that under Section 100(A)(4) of the Local Government Act 1972 (as amended), the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information, as defined in the paragraphs of Part I of Schedule 12A of the said Act indicated, and is exempt information if, and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information:

- Part II Minutes of the meeting held on 19 May 2008 (*Paragraphs 1, 2, 3 and 4*).
- Refurbishment of houses (*Paragraph 1*).
- Fireguard Project (*Paragraphs 1, 2 and 3*).
- Insurance - contract extensions and FRAML update (*Paragraph 3*).

## **05.17.08 PART II MINUTES OF THE MEETING HELD ON 19 MAY 2008**

The Executive Committee Approved the Part II Minutes of the meeting held on 19 May 2008 for signing by the Chairman.

## **05.18.08 REFURBISHMENT OF HOUSES**

The Executive Committee Approved the Recommendations presented.

## **05.19.08 FIREGUARD PROJECT**

The Executive Committee Noted the presentation given by the Assistant Chief Fire Officer.

## **05.20.08 INSURANCE - CONTRACT EXTENSIONS AND FRAML UPDATE**

The Executive Committee Approved the Recommendations presented.