

## MEETING OF THE ROYAL BERKSHIRE FIRE AUTHORITY

Held on Wednesday 13 April 2011

Council Chamber, Bracknell Forest Council, Easthampstead House,  
Town Square, Bracknell, Berkshire RG12 1AQ



### Those

**present:** Councillor Dr Paul Bryant (*Chairman*) Councillor Mrs Pauline Helliar-Symons  
Councillor Chris Bowring Councillor Mrs Kathy Newbound  
Councillor Andrew Bradley Councillor Owen Jeffery  
Councillor Jeff Brooks Councillor John Lenton  
Councillor Prue Bray Councillor Fred Pugh  
Councillor Mrs Diana Coad Councillor Angus Ross  
Councillor Colin Dudley Councillor Alan Ward (*part meeting*)  
Councillor Adrian Edwards Councillor Sean Wright  
Councillor Chris Harris

### In

**Attendance:** Olaf Baars (Deputy Chief Fire Officer)  
Iain Cox (Chief Fire Officer)  
Professor Christopher Guy (Chairman, Standards Committee)  
Lynda Kenyon (Committee Manager)  
Mike Pearson (Royal Berkshire Fire and Rescue (Training) Limited)  
Fayth Rowe (Committee Officer)  
Mr Baldev Sian (Independent Member, Standards Committee)  
Paul Southern (Assistant Chief Fire Officer)  
Andrew Vallance (Authority Treasurer)

**Observers:** Officers, Royal Berkshire Fire and Rescue Service  
Members of the public and media  
Representative Bodies

### 159. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Mrs Christine Bateson, Councillor Phillip Bicknell, Councillor Paul Gittings, Councillor Peter Jones, Councillor Miss Emma Webster and Councillor Raja Zarait. Apologies were also received from Councillor Iain McCracken and Councillor Alan Ward who would be late to the meeting. (*Note - Councillor Iain McCracken did not subsequently attend the meeting*).

Apologies for absence were also received from the Clerk and Monitoring Officer and the Director of Human Resources.

### 160. DECLARATIONS OF INTEREST

Councillor Angus Ross declared a Personal non Prejudicial Interest as the 2010/11 Fire Authority's representative and Board Member on the South East Fire and Rescue Service Control Centre Ltd (SEFRCCL) in respect to Agenda Item 15 (South East Fire and Rescue Control Centre Ltd (SEFRCCL) - verbal report). There were no further Declarations of Interest received from Councillors relating to items to be considered at the meeting, in accordance with the provisions of the Fire Authority's Local Code of Conduct. There were no Declarations of Interest received from Officers.

### Action

## 161. MINUTES OF THE MEETING HELD ON 17 FEBRUARY 2011

### Resolved:

- a) That the Minutes of the meeting held on 17 February 2011 be Approved for signing by the Chairman.

The Chairman noted that the actions from the last meeting had been discharged.

## 162. PARTICIPATION OF THE PUBLIC UNDER STANDING ORDERS 19 AND 25

There were no submissions received from members of the public, in accordance with the Fire Authority's Rules of Procedure.

## 163. RECEIPT OF ANNOUNCEMENTS

The Chairman stated that the Royal Berkshire Fire and Rescue Service Awards Ceremony would be held on 13 May 2011 at Bearwood College in Wokingham. The Chief Fire Officer advised that letters cordially inviting Members to the Awards Ceremony had been circulated, and in answer to a question from Councillor Owen Jeffery, stated that the invitations would still be extended to all Fire Authority Member regardless of the results of the Local Elections on 5 May 2011.

The Chief Fire Officer reported that he had formally closed Cookham Fire Station on 30 March 2011, and he paid tribute to the Officers who had served there.

The Chairman referred to the recently received Communities and Local Government Fire Futures Reports Government Response, and the Chief Fire Officer advised that, after due consideration of the Response, he would report back in due course.

The Chief Fire Officer reported that, following a recent media communication release from Oxfordshire Fire Service, 3 projects across the Thames Valley region were being scoped, including a common policy for Fire Safety Enforcement, a shared Health and Safety Team, and the joint use of Specialist Officers. He stated that any recommendations from the scoping projects would be reported to the Fire Authority as required.

The Chief Fire Officer was pleased to report that the Royal Berkshire Fire and Rescue Service now had a new Brigade Standard, and that the cost of the new Standard had been personally borne by the Chairman and himself.

### **Councillor Alan Ward arrived at the meeting.**

## 164. RECOMMENDATIONS OF COMMITTEES

The Fire Authority considered the Recommendations made by the Fire Authority's Fire Liaison Group and Management Committee.

Councillor Mrs Pauline Helliard-Symons **Moved** that 2 further Performance Indicators be included under Strategic Objective 9 (Maintaining a safe, competent and motivated workforce - Corporate Plan 2011/12-2014/15), namely 'Number of near misses' and 'Number of non Reporting of Injuries, Diseases and Dangerous Occurrences (RIDDOR)', and that the targets be revisited in due course. This was **Seconded** by Councillor Colin Dudley and, on being put to the vote, was **Agreed**.

### Resolved:

- a) That the amended Fire Liaison Group's Terms of Reference be Approved;

- b) That the Corporate Plan 2011/15 be Approved, as amended.

#### **165. ISSUES ARISING FROM THE AUDIT AND PERFORMANCE REVIEW COMMITTEE**

##### **Resolved:**

- a) That it be Noted that there had been no reports referred by the Audit and Performance Review Committee.

#### **166. QUESTIONS FROM MEMBERS UNDER STANDING ORDER 30**

There were no Questions received from the Fire Authority Members under Standing Order 30.

#### **167. NOTICES OF MOTION UNDER STANDING ORDER 44**

There were no submissions of Notices of Motion received under the provisions of the Fire Authority's Rules of Procedure.

#### **168. RESPONSES TO FUTURE CONSULTATIONS**

The Fire Authority's approval was sought to delegate powers for the Chief Fire Officer to respond to Consultations on behalf of the Fire Authority in consultation with the Chairman of the Fire Authority.

During the course of debate, the Fire Authority **unanimously Agreed** to amend the presented Resolution, as detailed below.

##### **Resolved:**

- a) That the Chief Fire Officer be authorised, in conjunction with the Chairman (and in his absence the Vice Chairman) of the Fire Authority to respond to consultations on behalf of the Fire Authority subject to the following caveats:
- i) That the Chairman may decide, in conjunction with the Chief Fire Officer, that the consultation(s) are of such importance that they should be put before the full Fire Authority or Management Committee (as appropriate or as time allows);
  - ii) That draft consultation responses be circulated for comment, before they are submitted, to the Management Committee Members and to other Members where appropriate, for example Chairman of the Strategic Asset Management Committee if the consultation were in this area, allowing a minimum of 24 hours notice but more timely notice to be given where reasonable;
  - iii) That all Members be made aware of receipt of consultations and that, rather than copy consultations in full to Members, Members be directed to the appropriate website. Should Members be unable to access the website, Officers to ensure that they receive the appropriate information in the best format; and
  - iv) That a synopsis of the response(s) (or the response(s) in full, if appropriate) be given to the Fire Authority at the next available meeting.

**The Chairman Moved that discussion on Agenda Item 11 (Breathing Apparatus Set Procurement) be deferred to Part 2 of the meeting, and that it be taken at Agenda Item 24 (Breathing Apparatus Set Procurement (Confidential Appendix)). This was unanimously Agreed.**

## **169. 2010/11 BUDGET MONITORING**

The Committee was advised of revenue and capital expenditure against budgets up to the end of February 2011.

In response to a question from the Chairman, the Authority Treasurer advised that the Wokingham Fire Station new build was on schedule and within budget.

The Authority Treasurer advised that, at the Annual Meeting, the budget report would include details of the Reserves and how the Fire Authority might wish to use the 2010/11 underspend.

The Authority Treasurer reported that the Final Accounts would now be presented to the Fire Authority at its September 2011 meeting, and not to the Annual Meeting in June 2011.

### **Resolved:**

- a) That the report be Noted.

## **170. ENVIRONMENTAL REPORT (APRIL 2011)**

The Fire Authority received a report on the progress to improve the Royal Berkshire Fire and Rescue Service's environmental performance and arrangements. Councillor Chris Bowring (Fire Authority Member Environmental Champion) conveyed his thanks to Mike Cox (Environmental Systems Adviser) and to Bryan Morgan (Area Manager, Support Services) for their help and support.

### **Resolved:**

- a) That the report be Noted;

## **171. REGIONAL MANAGEMENT BOARD - UPDATE BRIEFING**

The Chairman provided a verbal update from the Regional Management Board, the salient points being;

- i) That Councillor Dr Paul Bryant had been appointed Chairman, and that Councillor Barry Abrahams (Isle of Wight Fire Authority) had been appointed Vice-Chairman, of the Regional Management Board for the ensuing year;
- ii) That the Chief Fire Officer, Iain Cox, had been appointed Clerk to the Regional Management Board for the ensuing year; and
- iii) That the Regional Management Board would now hold 4 meetings per year, 2 formal and 2 informal.

The Chief Fire Officer reported that through regional working, significant savings, circa £2.5million, had been made.

## **172. SOUTH EAST FIRE AND RESCUE CONTROL CENTRE LTD (SEFRCCL)**

Councillor Angus Ross reported that the South East Fire and Rescue Control Centre Limited (SEFRCCL) would be holding its final meeting in April 2011, and that it had been agreed, at its meeting on 18 February 2011, that the Company be struck off the Register of Companies. He advised that the Company's final accounts would present as balanced, and that a small number of the Company's assets were to be disposed of. Councillor Angus Ross also stated that those staff who had been seconded had now returned to their respective Authorities, those

staff who had permanent contracts had been made redundant, and that the Company Secretary would continue until the Company was finally wound up. He confirmed that, to date, no bid had been received for the actual Regional Control Centre building.

### **173. CONTROL ROOM OPTIONS PROJECT - UPDATE MARCH 2011**

The Fire Authority was advised of the progress being made in evaluating options for replacement Control Room provision on a collaborative basis.

The Deputy Chief Fire Officer confirmed that the Project was progressing well, and that a joint collaborative response to the Department for Local Communities and Local Government (DCLG) Consultation "The Future of Fire and Rescue Control Room Services in England" had been sent to the DCLG. The Deputy Chief Fire Officer then outlined the partnership working to date with the South Central Ambulance Service (SCAS), Thames Valley Police, Northamptonshire Fire and Rescue Service and Bedfordshire and Luton Fire and Rescue Service. The Chairman confirmed that a great deal of work was ongoing with regard to resilience.

Councillor Angus Ross reminded Members that in addition to operational issues, the resources and time required to deal with personnel issues should not be underestimated. Councillor Colin Dudley also reminded Members that the options detailed within the presented report were not exhaustive, and that all options would be considered before any decision was taken.

#### **Resolved:**

- a) That the report be Noted.

### **174. OPTIONS FOR RELOCATION OF THE HEAVY RESCUE UNIT (HRU)**

The Deputy Chief Fire Officer advised of the emerging options for the optimum location for the Heavy Rescue Unit, and of the directions given by the Management Committee as to how this matter was to be processed.

The Fire Authority was advised that a Challenge Day on the relocation of Heavy Rescue Unit would be held on 9 May 2011 with Royal Berkshire Fire and Rescue Service Officers.

Due to the Local Elections on 5 May 2011 and the number of Members who were up for re-election, Councillor Colin Dudley **Moved** that the business of the Integrated Risk Management Plan Working Party meeting scheduled to take place on 11 May 2011 be deferred to its subsequent meeting date of 4 July 2011. This was **Seconded** by Councillor Adrian Edwards, and on being put to the vote, was **Carried with 2 votes against**.

#### **Resolved:**

- a) That the report be Noted.
- b) That business of the meeting of the Integrated Risk Management Plan Working Party's (IRMP WP) meeting on 11 May 2011 be deferred to its subsequent meeting on 4 July 2011.

### **175. KEY STATISTICS**

The Fire Authority Received a verbal update report from the Chief Fire Officer on the last quarterly performance of the Heavy Rescue Unit (HRU) and Automatic Fire Alarms (AFA), the report being supported by tabled data (*copy available from the Committee Manager*).

**IRMP  
WP**

## **176. ROYAL BERKSHIRE FIRE AND RESCUE TRAINING ANNUAL REPORT**

The Chairman **Moved** that discussion on Agenda Item 19 (Royal Berkshire Fire and Rescue (Training) Limited Annual Report) be deferred until Part 2 of the meeting, and that it be taken at Agenda Item 25 (Royal Berkshire Fire and Rescue Training Limited Annual Report - Confidential Appendix); and that only the presentation by Michael Pearson (Commercial Training Team Leader, Royal Berkshire Fire and Rescue (Training) Limited) be received at this juncture of the meeting. This was **unanimously Agreed**.

Mike Pearson (Commercial Training Team Leader) then presented a short DVD produced by the Learning and Development Department to launch the current programme of training. It was felt by some Members that it was not appropriate to name specific Companies within the aforementioned DVD, however some Members believed that it was entirely appropriate. Mike Pearson then gave a presentation entitled 'Training Strategy Development 2010-2011 (*copy available from the Committee Manager*)'. He also made available a hard copy of Royal Berkshire Fire and Rescue Training 2011 Accredited Training Courses (*copy available from the Committee Manager*).

The Chairman conveyed his thanks to Mike Pearson for his presentation.

## **177. MINUTES OF THE STANDING COMMITTEES**

The Fire Authority Received the Minutes of the following meetings of the Fire Authority's Committees:

- a) Management Committee - 14 February 2011;
- b) Management Committee - 28 March 2011 (not yet approved).

## **178. FORWARD PLAN**

**Resolved:**

- a) That the Forward Plan be Noted.

## **179. DATE OF THE NEXT MEETING**

Wednesday 29 June 2011, 6.30pm in Council Chamber, Bracknell Forest Council, Easthampstead House, Town Square, Bracknell, Berkshire RG12 1AQ.

The Chairman, this being the last Fire Authority meeting before the May 2011 Elections, conveyed his thanks to the Fire Authority Members and to the Royal Berkshire Fire and Rescue Service Officers for their hard work and support over the last year.

## **180. EXCLUSION OF THE PUBLIC**

- a) That under Section 100(A)(4) of the Local Government Act 1972 (as amended), the public be excluded from the meeting for the following Agenda Items on the grounds that they involve the likely disclosure of exempt information, as defined in the Paragraphs 1, 2, and 3 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.

The Chairman invited Mike Pearson to remain in the meeting to address any questions from Members in relation to Agenda Items 19 and 25 (Royal Berkshire Fire and Rescue Training Limited - Annual Report), these items being collectively taken next on the Agenda.

## 181. ROYAL BERKSHIRE FIRE AND RESCUE (TRAINING) ANNUAL REPORT

The Fire Authority considered both the report, as presented at Agenda Item 19, which advised of the performance of Royal Berkshire Fire and Rescue (Training) Limited in the last 12 months and of the prospects for 2011/12, and the Confidential Appendix to the report which outlined the Royal Berkshire Fire and Rescue Training Limited (RBFRTL) Profit and Loss Statement to February 2011.

### Resolved:

- a) That a further report be presented to the Management Committee (Mgt Comm) at its meeting on 23 May 2011, to include a balance sheet, and that the Company Directors attend this meeting to respond to Members' questions and to provide further clarity as required;
- b) That the financial loss up to the current year be Noted;
- c) That the Sales and Marketing Plan be Noted; and
- d) That all Company's Directors be required to present the Company's Accounts to the Fire Authority (FA) at its Annual Meeting in June 2011.

Mgt  
Comm  
Agenda  
(23.05.11)

**CFO**  
FA Agenda  
(29.06.11)

## 182. BREATHING APPARATUS SET PROCUREMENT

The Fire Authority considered both the report, as presented at Agenda Item 11 (Breathing Apparatus Set Procurement) which sought approval to award the contract for Breathing Apparatus Sets to a tender other than the lowest tender in accordance with Contract Standing Order 37, and the Confidential Appendix which outlined the related selection criteria and weighting.

### Resolved:

- a) That the award of the contract for the provision and maintenance of Breathing Apparatus Sets be awarded to Dräger; and
- b) That the methodology of the procurement processes being examined by 2 Members, namely Councillor Colin Dudley and Councillor Jeff Brooks, their findings to be reported back to Fire Authority.