

ROYAL BERKSHIRE FIRE AUTHORITY



Headquarters · 103 Dee Road · Tilehurst · Reading · Berkshire · RG30 4FS
Telephone Reading (0118) 945 2888 Facsimile (0118) 959 0510

Your reference:

My reference: RBFA/DRW
(please quote on all correspondence)

When calling ask for: David R Weller
Direct Line: (0118) 932 2288
E-Mail: wellerd@rbfrs.co.uk

Date: 15 October 2003

Dear Councillor

AGENDA FOR MEETING OF ROYAL BERKSHIRE FIRE AUTHORITY

I have pleasure in attaching your Agenda for the Meeting of the Royal Berkshire Fire Authority to be held on Tuesday 21 October 2003 in the Desborough Suite at the Royal Borough of Windsor and Maidenhead, Town Hall, St Ives Road, Maidenhead commencing at 6.30pm. **A car parking permit is attached to this letter.**

The Town Hall is situated between Park Street and St Ives Road and the car park adjacent to the Town Hall, which is available after 5.00pm, is accessed via Park Street. A map showing the venue is attached. **Please remember to take your car parking permit with you and display it on your vehicles dashboard.**

Members are advised that they should approach Maidenhead via the M4 Motorway and leave at Junction 8/9. At the top of the slip road take the second exit (A308(M)) and at the next roundabout turn left into the A308 Braywick Road. Continue on the Braywick Road and at the roundabout whilst remaining on the A308 move over to the right hand lane as you pass under the Railway Bridge. Stay in the right hand lane turning left at the traffic lights into the one way system (Grenfell Road). After approximately 50 yards turn right, moving into the middle lane and at the traffic lights turn right into Broadway. Keeping to the left hand lane continue down Broadway turning right at the T-junction into Park Street. (The Town Hall should be opposite you at this point). The entrance to the Car Park will be on your left approximately 50 yards from the Park Street/Broadway junction.

Entrance to the Town Hall is via the Desborough Suite entrance in Park Street where a Security Officer will be on duty to assist Members. The Desborough Suite (Theatre) is on your left as you enter the building and the Briefing Rooms can be found at the following locations:

Members Room: Enter from the Town Hall rear entrance and proceed up the stairs towards the Council Chamber. At top of stairs turn right and the Members Room is the first door on your right.

Meeting Room A: Enter from the Town Hall rear entrance go through the double doors into the main corridor and turn right. Meeting Room A is the first door on the left.

Astor Suite: Enter from the Town Hall rear entrance and the Astor Suite (the Bar) is next to the Desborough Suite on your left

If you are unsure as to the location of your Briefing Room please ask the Security Guard on duty and he/she will be happy to direct you.

If any Member is travelling by train the Town Hall is a short walk from the Station via King Street, Queens Street and York Road, taking the second left into Park Street. (Please refer to map). Alternatively please let me know, by Monday 20 October 2003, and I will arrange for you to be collected from the Station forecourt.

Yours sincerely



David R Weller
Committee Administrator

To: All Members of the Royal Berkshire Fire Authority

**PLEASE REMEMBER TO DISPLAY THE CAR PARKING PERMIT ON
THE DASHBOARD OF YOUR VEHICLE**

ROYAL BERKSHIRE FIRE AUTHORITY



Headquarters · 103 Dee Road · Tilehurst · Reading · Berkshire · RG30 4FS
Telephone Reading (0118) 945 2888 Facsimile (0118) 959 0510

MEETING: Royal Berkshire Fire Authority

DATE AND TIME: Tuesday 21 October 2003 at 6.30pm

VENUE: Desborough Suite, Royal Borough of Windsor and Maidenhead, Town Hall, St Ives Road, Maidenhead, Berkshire

NOTICE OF MEETING

You are requested to attend the above meeting at the time and date indicated, when it is proposed to deal with the business set out in the attached Agenda. A Buffet will be provided.

NOTE: As you enter the Town Hall at the rear, via the Desborough Suite entrance, the Desborough Suite (the Theatre) will be on your left.

Rosemary Lansdowne
Clerk to the Authority

To: MEMBERS OF THE ROYAL BERKSHIRE FIRE AUTHORITY

J C G Brooks (Chairman), B J S Patman (Vice-Chairman),
Christine Borgars (Leader of the Labour Group), M Adams, Mrs C Bateson,
Mrs P Bray, Dr P Bryant, Tom Crisp, G S Findlay, John P Green, J S Grewal,
D Howes, Mrs V Howes, Owen E Jeffery, C Maskell, T Mills, J E R Mole,
Peter North, A J Ross, D J Smith, D Swindells, R Webb, Simon Werner,
P Weston, D J Wilson

Briefing Meetings:

Conservative Group: 5.30pm – Astor Suite, Ground Floor
Labour Group: 5.15pm – Members Room – First Floor
Liberal Democrat Group: 5.30pm – Meeting Room A – Ground Floor

**For Further Information regarding this meeting, please contact:
David R Weller: (0118) 932 2288 or E-Mail: wellerd@rbfrs.co.uk**

ROYAL BERKSHIRE FIRE AUTHORITY
TUESDAY 21 OCTOBER 2003



AGENDA

PART I AGENDA

PAGE NOS

CONSTITUTIONAL ITEMS

1	Apologies for Absence	-
2	Part I Minutes: Wednesday 25 June 2003 (Copy attached)	1-12
3	Part I Minutes of Sub-Groups (For Information)	13
4	Chairman's Communications (if any)	-
5	Petitions and Questions from the Public Under Standing Orders 8 & 9	-
6	Questions from Members under Standing Order 10 (if any)	-
7	Notices of Motion under Standing Order 12 (if any)	-
8	Royal Berkshire Fire Authority's Standards Committee Membership	14

PRESENTATIONS

9	Presentation on the Royal Borough of Windsor and Maidenhead's Local Strategic Partnership (Therese Lawlor)	-
---	--	---

ITEMS FOR RESOLUTION

10	Members Allowances – Recommendations of the Royal Berkshire Fire Authority's Standards Committee	To Follow
11	Strategic Integrated Risk Management Plan (IRMP) and Year One Action Plan, Working for a Safer Berkshire – Working Party Recommendation	15-16
<i>A copy of the IRMP Strategic Plan and Year One Action Plan is attached to the Agenda as separate documents.</i>		
12	Report on the Potential Implications of the White Paper 'Our Fire and Rescue Service	17-22

13	IT and Communications Strategy 2004 – Information Age Government Strategy	23-31
----	---	-------

This report will be supported by a visual presentation

ITEMS FOR INFORMATION

14	2004/2005 Budget – Implications of the Local Government Act 2003	32-33
15	2003/2004 Budget Monitoring	34-37
16	Repeal of Section 19 of Fire Services Act 1947	38-39
17	Extrication Competition 2003 Update	To Follow
18	Fires, Incidents and Issues of Interest	40-43
19	Date of Next Meeting	-

To note that the next Fire Authority Meeting is scheduled to take place on Wednesday 17 December 2003 in the Council Chamber, Reading Borough Council, Civic Centre, Reading, commencing at 6.30pm.

The next Fire Authority Meeting (Budget and Precept) is scheduled to take Place on Wednesday 11 February 2004 in the Council Chamber, Slough Borough Council, Town Hall, Bath Road, Slough commencing at 6.30pm

20	Exclusion of the Public	
----	-------------------------	--

PART II AGENDA - CONFIDENTIAL

21	Part II Minutes – Wednesday 25 June 2003 – Copy attached	45
22	Appeals to Employment Appeals Tribunal	46-48

AGENDA ITEM 2: MINUTES: 25 JUNE 2003

MINUTES OF A MEETING OF THE ROYAL BERKSHIRE FIRE AUTHORITY HELD IN THE COUNCIL CHAMBER, WEST BERKSHIRE COUNCIL, MARKET STREET, NEWBURY, BERKSHIRE ON WEDNESDAY 25 JUNE 2003 COMMENCING AT 6.30PM AND CONCLUDED AT 9.00PM

Present: M Adams, Mrs C Bateson, Christine Borgars, J C G Brooks, Dr P Bryant, Tom Crisp, G S Findlay, John P Green, J S Grewal, D Howes, Mrs V Howes, Owen E Jeffery, C Maskell, T Mills, J E R Mole, Peter North, B J S Patman, A J Ross, D J Smith, D Swindells, R Webb, Simon Werner, P Weston, D J Wilson

Apologies: Mrs P Bray

2.01/03 ELECTION OF CHAIRMAN 2003/2004

In view of the Revised Committee Structure to be discussed under Agenda item 11 it was proposed, seconded and agreed that the Fire Authority Chairman should be elected for a six-month period until 31 December 2003.

RESOLVED: That Councillor J C G Brooks be elected Chairman of the Royal Berkshire Fire Authority for a six month period until 31 December 2003.

2.02/03 ELECTION OF VICE-CHAIRMAN 2003/2004

In accordance with the decision made in Minute 2.01/03 above it was proposed, seconded and agreed that the Fire Authority Vice-Chairman should also be elected for a six-month period until 31 December 2003.

RESOLVED: That Councillor B J S Patman be elected Chairman of the Royal Berkshire Fire Authority for a six month period until 31 December 2003.

2.03/03 MEMBERSHIP OF THE ROYAL BERKSHIRE FIRE AUTHORITY

The Authority was advised (Agenda item 4 – not reproduced) of the following new Elected Member appointments to the Fire Authority by the six Berkshire Unitary Authorities following the District/Borough Council Elections in May 2003:

Bracknell Forest Borough Council: M Adams (Lab), Peter North (Con)
Reading Borough Council: Tom Crisp (Lab), P Weston (Lib/Dem)

Windsor and Maidenhead: D Howes (Lib/Dem), Simon Werner (Lib/Dem)
 West Berkshire Council: G S Findley OBE (Con)
 Wokingham District Council: D Swindells (Lib/Dem)

The Chairman therefore welcomed Councillors Adams, Crisp, Findlay, Howes, North, Swindells, Weston and Werner to the meeting together with Councillor R Webb (Slough Borough Council) who was attending his first meeting since being appointed.

NOTED

2.04/03 PART I MINUTES: 12 MARCH 2003

The Part I Minutes of the last meeting held on Wednesday 12 March 2003, having been previously circulated, were taken as read and signed by the Chairman as a correct record.

2.05/02 PART I MINUTES OF SUB GROUPS

The Authority was advised (Agenda item 6 – not reproduced) of the Performance Review and Audit Panel, Community Safety Panel, Personnel Committee, Urgency Committee and Fire Liaison Group meetings that had taken place since the last meeting in March 2003. Members were advised that copies of the Part I Minutes were available on request from the Committee Administrator (0118) 932 2288.

NOTED

2.06/03 CHAIRMAN'S COMMUNICATIONS

The Chairman had nothing to report.

2.07/03 PETITIONS AND QUESTIONS FROM THE PUBLIC

The Authority noted that no Petitions or Questions had been received from the Public under Standing Orders 8 and 9.

2.08/03 QUESTIONS FROM FIRE AUTHORITY MEMBERS

The Authority noted that no questions had been received from Fire Authority Members under Standing Order 10.

2.09/03 NOTICES OF MOTION

The Authority noted that no Notices of Motion had been received from Members under Standing Order 12.

2.10/03 REVIEW OF COMMITTEE STRUCTURE

The Authority was requested (Agenda item 11 – not reproduced) to review the present Committee Structure having regard to the framework on corporate governance arrangements recently published by CIPFA/SOLACE, which is based on the recommendations and principles emerging from Cadbury, Nolan and Turnbull and covers community relations, service delivery arrangements, structures and processes, risk management/internal control and standards of conduct.

In response to a question concerning the payment of allowances the Clerk and Monitoring Officer advised that having now received four applications from external candidates he was now in a position to proceed with the establishment of the Authority's Standards Committee. When constituted the Committee will be in a position to develop a scheme for the payment of allowances.

In noting the contents of the report Members discussed the advantages and disadvantages of the various options available and following some further discussion it was **RESOLVED: That:**

1. **The existing Fire Authority Committee Structure be retained for six months until 31 December 2003 and during that period a Working Party be established to review the Management and Committee Structure of the Fire Authority and produce recommendations by the end of November 2003 for consideration and determination by the Authority at its meeting on Wednesday 17 December 2003 with a view to implementing the new Structure, if agreed, in January 2004.**
2. **The Membership of the Structure Review Working Party be nine (3.3.3.) and that Party Spokespersons advise the Committee Administrator of their nominations for membership.**
3. **The Chairman be authorised to write to the Leaders of the six Unitary Authorities asking that Fire Authority Members be released to attend Authority and associated Sub-Group Meetings.**
4. **The Clerk and Monitoring Officer be requested to present a progress report to the Fire Authority at its meeting on Wednesday 10 September 2003.**

2.11/03 APPOINTMENT OF COMMITTEES, PANELS AND WORKING PARTIES

The Authority was invited (Agenda item 12 – not reproduced) to re-appoint its Committees, Working Parties and Panels and that in accordance with the decision made in Minute 2.10/03 above the appointments be for a period of six months to 31 December 2003.

RESOLVED: That the:

- 1 Personnel Committee be re-appointed for six months until 31 December 2003 with the following membership:

Councillors M Adams, C Maskell, Owen E Jeffery, B J S Patman, D Swindells, D J Wilson

- 2 Urgency Committee be re-appointed for six months until 31 December 2003 with the following membership:

3 *Councillors Christine Borgars, J C G Brooks, B J S Patman*

- 4 Performance Review and Audit Panel be re-appointed for six months until 31 December 2003 with the following membership:

5 *Councillors M Adams, Christine Borgars, Mrs P Bray, John PM Green, J S Grewal, D Howes, Owen E Jeffery, T Mills, D J Wilson*

- 6 Community Safety Panel be re-appointed for six months until 31 December 2003 with the following membership:

Councillors Mrs P Bray, Tom Crisp, Mrs V Howes, A J Ross, D J Smith, R Webb

- 7 Budget Working Party be re-appointed for six months until 31 December 2003 with the following membership:

Councillors Christine Borgars, J C G Brooks, J S Grewal, T Mills, J E R Mole, B J S Patman

- 8 Standards Committee be re-appointed for six months until 31 December 2003 with the following membership:

Councillors Owen E Jeffery, R Webb, D J Wilson

- 9 Chairman and Vice-Chairman of the Fire Authority be appointed as Ex-Officio Members of the Performance Review and Audit Panel for six months until 31 December 2003.

**2.12/03 APPOINTMENT OF FIRE AUTHORITY'S REPRESENTATIVE
- LOCAL GOVERNMENT ASSOCIATION**

The Authority was invited (Agenda item 13 – not reproduced) to appoint its representative to the Local Government Association for the ensuing year.

RESOLVED: That Councillor B J S Patman be appointed as the Fire Authority's representative on the Local Government Association for the ensuing year.

2.13/02 APPOINTMENT OF FIRE AUTHORITY'S REPRESENTATIVE ON THE ASSOCIATION OF COUNCILS FOR THE THAMES VALLEY REGION (ACTVAR)

The Authority was invited (Agenda item 14 – not reproduced) to appoint its Representative and Standing Deputy to the Association of Councils for the Thames Valley Region (ACTVaR).

RESOLVED: That Councillors M Adams and B J S Patman be appointed as the Fire Authority's representative and Standing Deputy respectively on the Association of Councils for the Thames Valley Region (ACTVaR) for the ensuing year.

2.14/03 FIRE AUTHORITY REPRESENTATION ON LOCAL STRATEGIC PARTNERSHIPS

The Authority's agreement was sought (Agenda item 15 – not reproduced) to the active involvement of the Fire Authority in Local Strategic Partnerships (LSP) and to nominate Authority representatives on the LSPs in the Royal Borough of Windsor and Maidenhead and Wokingham District Council.

Having discussed the role of Authority Members on the LSPs it was considered that the appointed representative should not be a Member of that particular Authority. In response to a suggestion it was agreed that an Officer from the Royal Borough and a representative from the ODPM be invited to make a presentation on the role of LSP's to the next Fire Authority meeting in September 2003.

In addition it was also agreed that the Member representatives be asked to prepare and present a report on the outcome of the LSP meetings to future Fire Authority meetings.

RESOLVED: That:

- 1. The Fire Authority should appoint representatives to the emerging Local Strategic Partnerships (LSPs) across Berkshire and that Councillors J E R Mole and T Mills be appointed to the Local Strategic Partnerships in the Royal Borough of Windsor and Maidenhead and Wokingham District Council respectively.**
- 2. An Officer from the Royal Borough of Windsor and Maidenhead and a representative from the ODPM be invited to make a presentation on the role of LSP's to the next Fire Authority meeting in September 2003.**
- 3. the appointed Member representatives be asked to prepare and present a report on the outcome of the LSP meetings to future Fire Authority meetings.**

2.15/03 2003 REVIEW OF LOCAL PAY RANGES

The Authority's endorsement was sought (Agenda item 16 – not reproduced) to the Party Spokesperson's decision to agree to the implementation of Revised Local Pay Ranges with effect from 1 April 2003 in the absence of a quorum at the planned meeting of the Personnel Committee on Thursday 27 March 2003.

RESOLVED: That the decision of the Party Spokespersons to approve the Revised Pay Ranges for implementation with effect from 1 April 2003 be endorsed.

2.16/03 INTEGRATED CLOTHING PROJECT

The Authority was requested (Agenda item 17 – not reproduced) to consider whether the Royal Berkshire Fire and Rescue Service (RBFRS) should participate in a national Private Finance Initiative (PFI) bid with reference to the joint procurement of uniform and corporate wear.

The Integrated Clothing Project, supported by the Office of the Deputy Prime Minister and HM Fire Service Inspectorate, is a joint initiative to design and procure a common standard of clothing in the Fire Service. To maximise the potential benefits and have the greatest influence on its direction Royal Berkshire has expressed an early interest in the project. Including Berkshire forty-two brigades have expressed an interest.

The key benefits of joining PFI together with a summary of the potential reduction in risk was set out in paragraphs 5 and 6 of the report (not reproduced). By entering into the PFI bid, RBFRS is committing itself in principle to the following:

- Sign up to PFI bid with a letter of intent
- Sign up to the commercial case and benefits set out in the bid
- Confirmation that revenue support will be provided by each Brigade to finance the scheme, according to an agreed formula for the base contract.
- Confirmation that any affordability gaps, arising from the profile of payment for PFI Credits, will be funded and shared by each Brigade according to an agreed formula for the base contract.
- A commitment to procure a managed service from a private sector partner for RBFRS clothing requirements.
- A commitment to enter into a procurement contract of possibly 10 to 15 years in length.

Members were advised that the requirement for final commitment would only occur if and when the PFI bid has been successful later in the year. In supporting, in principle, the Brigade's participation in a joint bid, Members requested that when the final costs are known a report be presented to the a future Fire Authority meeting for consideration and approval.

RESOLVED: That the Royal Berkshire Fire and Rescue Service participate in a joint PFI bid and agree in principle to subsequently enter a joint process, to

procure uniform and corporate wear on a nationally integrated basis, subject to the proviso that when the final costs are known a report be presented to a future Fire Authority Meeting for consideration and approval.

2.17/03 FIRE-FIGHTER RECRUITMENT EYESIGHT STANDARDS

The Authority's approval was sought (Agenda item 18 – not reproduced) to change the eyesight standards applied to Fire-Fighters on recruitment.

Eyesight standards for Fire-Fighter applicants have been set in accordance with the recommendations of Fire Service Circular 9/1996, which include standards of 6/6 and 6/9 for Wholetime and Retained personnel respectively, with further relaxation for the Retained in areas of recruitment difficulty. In noting the background to the establishment of these standards, Members were advised that they are amongst the highest used by any employer and do contain anomalies.

In June 2002, the Fire Policy Division of the then Department of Transport, Local Government and the Regions organised a Medical Standards Symposium, which considered the recommended eyesight standards contained in FSC 9/1996. The Symposium produced a consensus that there was the need to relax the current standards and it was understood that the Association of Local Medical Advisors (ALAMA) would produce recommendations for consideration by the Central Fire Brigades Advisory Committee. The recommendations produced by ALAMA were summarised in paragraph 5 of the report (not reproduced).

To date the ODPM has not, as anticipated, following the Symposium, issued further guidance on eyesight standards. In the absence of further central guidance in the short term it is recommended that the Fire Authority adopt the recommendations of ALAMA with immediate effect. In response to a question the Chief Fire Officer provided Members with an update of the current recruitment situation in Royal Berkshire for both Wholetime and Retained.

The Authority's Consultant Occupational Health Advisor is fully supportive of implementing the ALAMA as our the Fire Brigades' Union who have welcomed this initiative.

RESOLVED: That the revised eyesight standards, as set out in the report are implemented in the Royal Berkshire Fire and Rescue Service with immediate effect for both Wholetime and Retained Fire-Fighters.

2.18/03 MODERNISATION OF THE FIRE SERVICE: UPDATE ON INTEGRATED RISK MANAGEMENT PLANS

The Authority was advised (Agenda item 19 – not reproduced) on the current status of the modernisation agenda with specific regard to the Integrated Risk Management Planning (IRMP) process and were requested to approve the establishment of a Member level Working Party to interact within the IRMP process.

A major element of the modernisation agenda will be the duty for each Fire Authority to produce an IRMP, its focus being to improve community safety through more channelled use of fire service resources with a clear emphasis on a number of initiatives as summarised in paragraph 1 of the report (not reproduced). The primary objective of this initiative is to make the service more responsive to locally identified needs and better able to deliver community safety. It will not however be a simple revision of fire cover standards but a holistic approach that embraces Community Safety (prevention), Fire Safety (protection) and Operational Response (intervention).

This approach is fully supported by the Local Government Association and the Chief and Assistant Chief Fire Officers Association. It was emphasised however that the starting point with the IRMP process must be the preventative measures that will reduce the incidence of fires and other emergency incidents, which will require a move from the traditional reliance on prescriptive standards that only focus on attendance times of fire appliances.

In noting the future requirements of this approach as outlined in the report, Members were informed that the Brigade has replied to the initial consultation process set up by the ODPM and whilst there is much that is positive within the proposals there remain a number of areas of concern as reflected in Appendices A and B presented with the report (not reproduced).

It was reported that a simple guide has been produced for public consumption and with the approval of the Chairman a copy was tabled at the meeting (not reproduced). Having considered the matter further it was agreed that a Member Working Party be established with a membership of six, (2.2.2.) and that its inaugural meeting takes place within one month.

RESOLVED: That:

- 1. In order to ensure that the Fire Authority is in a position to make proper and informed decisions on the Community Fire Risk Plans, a Member Working Party be established to interact within the IRMP process.**
- 2. The membership of the Working Party be six, (2.2.2.) with Standing Deputies also appointed, and that its inaugural meeting takes place within one month.**
- 3. The Party Spokespersons be requested to advise the Committee Administrator of their nominations for membership of the Working Party.**

2.19/03 ANNUAL TREASURY REPORT 2002/2003

In accordance with the CIPFA Code of Practice: Treasury Management in the Public Services 2002, the Authority received a copy (Agenda item 20: Appendix 5 – not reproduced) of the Annual Treasury Report which set out the actual Treasury operations for the last financial year.

In noting the contents of the report the Chairman wished to place on record his congratulations and thanks to Mr D Illingworth (former Authority Treasurer) and Mr A Vallance (Authority Treasurer) for all their hard work in producing the Annual Report and for the successful management of the Authority's financial activities.

NOTED

2.20/03 2003/2004 BUDGET MONITORING

The Authority was informed (Agenda item 21 – not reproduced) of the Revenue and Capital Expenditure against Budgets up to 31 May 2003 as presented in Appendices A and B respectively (not reproduced).

NOTED

**2.21/03 OUTTURN 2002/2003 – PROVISIONAL INDICATION OF
FINAL REVENUE AND CAPITAL ACCOUNTS POSITION**

The Authority was advised (Agenda item 22 – not reproduced) of the likely final Revenue and Capital expenditure position for 2002/2003.

Members were advised that excluding the pension's deficit the original 2002/2003 Budget of £23,890,000 is likely to be fully spent, apart from the sum of £25,000 budgeted for Members' allowances which will be returned to the Constituent Authorities as the Combined Fire Authorities have not received the powers to pay these allowances in 2002/2003.

The Capital spend in 2002/2003, compared with the original Budget, was presented in Appendix A (not reproduced).

NOTED

2.22/03 ANNUAL REVIEW OF HEALTH, SAFETY AND WELFARE

The Authority received (Agenda item 23: Appendix 2 – not reproduced) an update of the Brigade's Health and Safety performance for the period 2002-2003 together with progress on the Brigade's objectives, which have been set up to 2004.

NOTED

**2.23/03 IMPLEMENTATION OF SPECIAL APPLIANCE BEST VALUE
REVIEW: PROGRESS REPORT**

The Authority was advised (Agenda item 24 – not reproduced) of progress to date towards the implementation of the Best Value Review of Special Appliances. The

elements of the Best Value Review together with the progress made against each item was presented in Appendix 3 (not reproduced), together with a copy of a statement from the Fire Brigades' Union (Annex 1 – not reproduced) which had been prepared in response to a request from the Chairman.

In response to a question the Chief Fire Officer confirmed that work already completed would be fed into the IRMP process.

NOTED

2.24/03 EXTRICATION COMPETITIONS 2003

The Authority received a report (Agenda item 25 – not reproduced) on the Brigade's involvement with vehicle extrication competitions in 2003/2004.

It was reported that the Authority had hosted Southern Counties Extrication Competition at Whitley Wood Fire Station in June 2002, which had been won by the Brigade's Slough Team. Two teams had competed in the National Extrication Challenge held in Newcastle in August 2002 at which the Slough Team won a place representing the Authority and Country at the 2003 World Extrication Challenge to be held in Ottawa, Canada at the end of September 2003. Members were reminded that the Slough Team had returned home from last year's competition in Minnesota as overall competition winners.

Once again the Authority hosted the 2003 Southern Counties Extrication Challenge at Whiteley Wood on Saturday 7 June 2003. In addition the Brigade are being represented by two Teams at the National Extrication final held in Nottingham between 7-9 August 2003. Success for either Team in this competition will lead to qualification to compete in the 2004 World Extrication Final in Devon.

The Slough Team is once again fund raising to allow them to travel to the 20th International World Extrication Challenge and Symposium to be held in Dallas, Texas between 18-23 August 2003 to compete as defending champions. The Team has estimated its costs of attending the two international events this year to be £9,000.

In reminding Members that last year the Authority agreed to contribute £3,500 towards the Slough Team's fund raising efforts the Chairman proposed that the Fire Authority contribute the sum of £5,000 towards the Team's 2003 fund raising efforts. The proposal having been seconded was put to the vote and carried.

RESOLVED: That the Fire Authority contributes the sum of £5,000 towards the Slough Team's fund raising efforts in respect of their attendance at the two international events in 2003.

**2.25/03 HALF YEARLY REPORT FOR MEDICAL RETIREMENTS.
WORKPLACE ACCIDENTS AND SICKNESS ABSENCES**

The Authority was advised (Agenda item 26 – not reproduced) of the number of medical retirements, workplace accidents and sickness absences during the period October 2002 to March 2003.

NOTED

2.26/03 CORPORATE PLAN FOR 2003/2004

The Authority was advised (Agenda item 27 – not reproduced) of the publication of the Authority's Corporate Plan for 2003/2004, comprising the Strategic Plan, Best Value Performance Plan, and Community Safety Plan. The Corporate Plan will be published on the Brigade's Web-Site on 30 June 2003 (www.rbfrs.co.uk) and in response to a request the Chief Fire Officer agreed to circulate the Web-Site address to Members. Members were also advised that a hard copy of the Plan is available on request.

NOTED

2.27/03 LOCAL PUBLIC SERVICE AGREEMENTS

The Authority received a report (Agenda item 28 – not reproduced) on the Royal Berkshire Fire and Rescue Service's involvement in Local Public Service Agreements with the Constituent Authorities in Berkshire.

NOTED

2.28/03 FIRES, INCIDENTS AND ISSUES OF INTEREST

The Authority received a report (Agenda item 29 – not reproduced) which summarised some of the notable incidents attended, together with letters of appreciation received, by the Brigade during the period 1 March and 15 May 2003.

NOTED

2.29/03 DATE OF NEXT MEETING

It was noted that the next Fire Authority meeting is scheduled to take place on **Wednesday 10 September 2003 in the Council Chamber, Slough Borough Council, Town Hall, Bath Road, Slough, commencing at 6.30pm.**

(Post Meeting Note: The Fire Authority meeting will now be held on Tuesday 21 October 2003, commencing at 6.30pm, at a venue to be determined).

2.30/03 EXCLUSION OF THE PUBLIC

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:

	Agenda Item	Paragraph
32	Part II Minutes: Wednesday 12 March 2003	1,7 & 8
33	Part II Minutes of Sub-Groups	1, 7 & 8

(Note: The following is a summary of the items considered in the Part II Agenda of the Fire Authority meeting held on Wednesday 25 June 2003).

2.31/02 PART II MINUTES: 12 MARCH 2003

The Part II Minutes of the last meeting held on Wednesday 12 March 2003 were received and approved as a correct record.

2.32/02 PART II MINUTES OF SUB-GROUPS

The Part II Minutes of the Sub-Groups were received and Noted.

AGENDA ITEM 3: PART I MINUTES OF SUB-GROUPS

To: Royal Berkshire Fire Authority
Date: 21 October 2003
Officer Contributing: Clerk & Monitoring Officer

A PURPOSE OF REPORT

To advise Members on meetings of the Fire Liaison Group, Urgency Committee, Structure Review Working Party and IRMP Working Party that have taken place since the last meeting of the Fire Authority in June 2003.

B PROPOSED ACTION

The Authority is invited to **NOTE** the report.

C FINANCIAL IMPLICATIONS

There are no financial implications.

D SUPPORTING INFORMATION

1 The following meetings have taken place since the last Fire Authority meeting in June 2003:

Structure Review Working Party Wednesday 3 and Monday 29 September 2003

IRMP Working Party Tuesday 2 September and Friday 3 October 2003

Fire Liaison Group Friday 3 October 2003

Urgency Committee Tuesday 26 August 2003

2 Copies of the Part I Minutes (if available) can be obtained from David Weller on (0118) 932 2288) – E-Mail address: wellerd@rbfrs.co.uk

E BACKGROUND PAPERS

Agenda's and Minutes for the above mentioned meetings

Contact Officer: David R Weller (0118) 932 2288

من مقرر اجتماع 21/10/2003

**AGENDA ITEM 8: ROYAL BERKSHIRE FIRE AUTHORITY'S
STANDARDS COMMITTEE MEMBERSHIP**

To: Royal Berkshire Fire Authority
Date: 21 October 2003
Officer Contributing: Clerk & Monitoring Officer

A PURPOSE OF REPORT

To appoint a representative of the Conservative Group on the Standards Committee in place of Councillor D J Wilson.

B PROPOSED ACTION

The Authority is invited to **RESOLVE:** That Councillor
be appointed as the Conservative Group's representative on the Royal Berkshire Fire Authority's Standards Committee.

C FINANCIAL IMPLICATIONS

There are no financial implications.

D SUPPORTING INFORMATION

As Councillor D J Wilson has tendered his resignation as a Member of the Standards Committee it will be necessary to appoint a Member from the Conservative Group to replace him.

E BACKGROUND PAPERS

Resignation confirmation received from Councillor Wilson

Contact Officer: David R Weller (0118) 932 2288

**AGENDA ITEM 10: MEMBERS ALLOWANCES –
RECOMMENDATIONS OF THE STANDARDS
COMMITTEE**

To: Royal Berkshire Fire Authority
Date: 21 October 2003
Officer Contributing: Clerk & Monitoring Officer
Former Clerk and Monitoring Officer

A PURPOSE OF REPORT

To consider the recommendations of the Royal Berkshire Fire Authority's Standards Committee on a scheme of Allowances for Fire Authority Members based on a report prepared by the former Clerk and Monitoring Officer.

B PROPOSED ACTION

The Authority is invited to consider the recommendations of the Standards Committee as set out in paragraph 5 of the report and RESOLVE accordingly.

C FINANCIAL IMPLICATIONS

The Authority has made provision of £25,000 in its approved Budget for the payment of allowance.

D CONTRIBUTION TO THE STRATEGIC PLAN

The payment of allowances to Members is intended to reimburse Authority Members for some of the time spent on Authority business and to ensure a high degree of commitment to the work of the Authority.

E ASSESSMENT AGAINST THE PARTNERSHIP FOR COMMON SENSE

Members' commitment throughout the Authority will assist development of the partnership.

F SUPPORTING INFORMATION

Background

1. At its inaugural meeting held on Tuesday 30 September 2003 the Standards Committee considered a draft scheme of allowances prepared by Mr Clive Williams, the former Clerk and Monitoring Officer. For Members ease of reference a copy of the report is attached as Appendix 1. It is hoped that Mr Williams will attend the meeting to answer any questions that members may have.

2. As Members will see from the Minutes of that Meeting, a copy of which is attached as Appendix 2, the Committee appointed Mr Peter Harris, an Independent Member and Councillor R Webb as Chairman and Vice-Chairman respectively.
3. In addition to considering the draft scheme of allowances for Members the Committee also discussed the following additional issues:
 - Length of Time of Office
 - Committee Terms of Reference
 - Committee Reporting to the Authority
4. With regard to the Committee's Terms of Reference it was agreed that Clerk seeks to establish a Joint Meeting with the Standards Committee of Oxfordshire County Council and Buckinghamshire and Milton Keynes Fire Authority. If such a meeting proves to be constructive Members also agreed that consideration be given to sharing experiences with non-Fire Authorities, such as the Thames Valley Police, possibly through the good offices of ACTVaR.
5. The recommendations of the Standards Committee in respect of the remaining matters discussed is as follows:

A: Length of Term of Office

That:

1. The Authority extend the term of office of existing members to three years, with the option to extend membership for a further term of three years.
2. Having served two terms of office, a member should vacate the Committee for at least a year before being eligible for further appointment.
3. Having regard to the fact that the Committee would meet infrequently, Authority SO 5A on attendance should be varied in the case of the Standards Committee to provide that any member of the Committee missing two consecutive meetings should be asked to give an explanation and that failure to attend three consecutive meetings without the agreement of the Committee, would lead to that member ceasing to be a member of the Committee.

B: Scheme of Allowances for Members

That:

1. The Authority pay a basic allowance of £400 to each member of the Authority
2. The Authority pay Special Responsibility Allowances to the Chairman, Vice Chairman and Leaders of the Labour Group as follows:

Fire Authority Chairman	£6000
Fire Authority Vice Chairman	£3000
Leaders of the Labour Group	£1500

3. The Authority pay Travel and Subsistence at the approved rate ~~and make budget provision of £2,500.~~
4. The Authority pay a Childcare¹ Allowance at the approved rate of £6 an hour.
5. ~~xx~~ All these allowances be effective from 1 May 2003 in accordance with the Regulations.
6. The Authority strictly conform to Standing Order 5A relating to attendance and that a report be made to the next meeting of the Committee on attendance levels.

C: Committee Reporting to the Authority

That the Chairman of the Standards Committee be given the right to address the Authority in person, should he so wish.

6. In respect of C above a copy of the Fire Authority Agenda has been sent to Mr Peter Harris, Chairman of the Standards Committee together with an invitation to attend the meeting if he so wishes as an observer.
7. Members are therefore requested to consider the recommendations set out in paragraph 5 above and Resolve accordingly.

E BACKGROUND PAPERS

Agenda: Standards Committee – Tuesday 30 September 2003

Contact Officer: David R Weller (0118) 932 2288

APPENDIX 1**AGENDA ITEM 5****SCHEME OF ALLOWANCES FOR MEMBERS**

To: Royal Berkshire Fire Authority: Standards Committee
Date: Tuesday 30th September at 10.0am
Officer Contributing: Clerk

A PURPOSE OF REPORT

To consider the draft scheme of Allowances prepared by the Clerk.

B PROPOSED ACTION

The Committee is asked to make a recommendation to the Authority.

C FINANCIAL IMPLICATIONS

The Authority has made provision of £25k in its Budget for the payment of allowances. The proposals set out in the Clerk's report, if adopted, will cost £30.5k

D CONTRIBUTION TO THE STRATEGIC PLAN

The payment of allowances to members is intended to reimburse Authority members for some of the time spent on Authority business and to ensure a high degree of commitment to the work of the Authority.

E ASSESSMENT AGAINST THE PARTNERSHIP FOR COMMON SENSE

Members' commitment throughout the Authority will assist development of the partnership.

F SUPPORTING INFORMATION

- 1 The present position is that the Authority cannot pay its members any allowances at all. The allowances that members receive from their Unitary Authorities are meant to cover their work on this Authority as well.
- 2 The legal position is about to change and the Office of the Deputy Prime Minister (ODPM) are going to extend existing Regulations, to enable combined fire authorities to pay members allowances.
- 3 Under the existing Regulations applying to local authorities, authorities pay all members a basic allowance. They can then pay some members a special responsibility allowance.

- 4 In order to prevent possible abuse all local authorities have to establish an Independent Remuneration Panel to draw up a scheme of allowances for consideration by their Council. The Council is then required to have regard to the recommendations of the Panel. In practice this means that the recommendations of the Panel will not be increased but they may be decreased. This happened in the case of the Royal Borough of Windsor & Maidenhead, where the recommendations of the IRP were substantially reduced.
- 5 Combined fire authorities will not have to set up Independent Remuneration Panels but they do have to have regard to the recommendations of the IRP's of their constituents. In the case of this Authority, the Authority has included consideration of a Scheme of Allowances in the terms of reference of the Standards Committee.
- 6 The Clerk has been in touch with Unitaries to establish the present position. Bracknell Forest Borough pay allowances but have yet to establish a formal scheme, based on the recommendation of a IRP. Work is in hand at present and if any further information is received this will be made available.
- 7 The information received from the other 5 Unitaries is enclosed by use of background papers and the Clerk has prepared a Schedule (Appendix 1). This shows that on average Unitary Councils are receiving a basic allowance of £4,680 a year. Leaders receive in addition on average £11,176 and Cabinet/Executive members £6,180.
- 8 However, the Committee will see that within these averages, there is considerable variety of practice. In Reading, for example, Councillors receive a much higher basic allowance than any other Unitary but the Reading Leader and Reading Cabinet receive less than anyone else. As a result the Reading allowances bill is over £440k, double that in the Royal Borough, which has more Councillors.

9 **Basic Allowances**

The difficult part of this exercise is comparing the work of a member of a Unitary Authority, with the work of a member of the Fire Authority.

	FA	Unitary
Size of Authority	25	48.6 (average)
Size of workforce	800	4000 +
Size of budget	£25m	£120m +
Authority/Committee meetings	6	27 +
Time engagement	4/5hrs a month(est)	74hrs a month(research)

The 27+ figure was based on a random sample of one Authority, where Council and main Committees meet 6 times a year and the Planning Committee 9 times a year. Most Members appear to sit on at least 3 Committees.

- 10 In making his recommendations the Royal Borough IRP consultant recommended a Basic Allowance of £6800 based on a member spending a minimum of 40 hours a month on Council work, taking into account the Local Government Association daily rate of £105.10. The Borough's Standards Board reduced the 40 hours to 30 hours but even so it is apparent that Unitary Scheme of Allowances are based on a far more demanding time constraint than that required of the majority of Fire Authority members.
- 11 From the above it is apparent that Unitaries have twice as many members as the Fire Authority, four times the size of workforce, six times the size of budget, five times the number of meetings and at least six times the time involvement.
- 12 Bearing in mind the recommended daily rate of £105.10 and the fact that Authority meetings last less than a day, it is **RECOMMENDED that a Basic Allowance of £500 be paid to all Members of the Authority** in the expectation that members will make every effort to ensure good attendance at Fire Authority and Fire Authority Committee meetings; and will also participate in Members' training events.
- 13 **Special Allowances**
- The Authority have recently set up a Working Party to consider a restructuring of the Authority along the lines of an Executive Committee to replace the present Committee system with the work of the Executive Committee being overseen by a Scrutiny Committee.
- 14 This part of this Report will therefore need revision if the Authority is restructured. In the meantime, however, Special Allowances need to be considered on the basis of present arrangements.
- 15 Under the present arrangements, the Chairman of the Council fills the role that is filled elsewhere by Leaders of the Council.

Among the duties undertaken by the Chairman, are the following:

- 1 Chairs the Authority, the Budget Working Party, the Urgency Committee, the Liaison Committee and the Integrated Risk Management Panel. He also attends some other Committees.
 - 2 Attends meetings of Chairs of FA for the South-East.
 - 3 Meets the FBU officers on a regular basis.
 - 4 Negotiations with the FBU during the recent dispute.
 - 5 Speaks to the media on sensitive political issues.
- 16 The Vice-Chairman, Mr Patman, chairs the Personnel Committee and is Chairman of the Structure Review Working Party. He is also the Authority representative at National level on the Local Government Association and he was a member of the Employers' Negotiating Panel during the recent national strike.

- 17 Miss Christine Borgars, the Leader of the Labour Group is a member of the Urgency Committee. The Urgency Committee met frequently during the industrial dispute and also acted on the Appointments Panel, when Mr Cox was appointed.
- 18 Although the role of the Chairman undoubtedly equates to that of a Leader of one of the Unitaries, overall the time involvement equates more to that of a Cabinet/Executive Member. This suggests that it would be reasonable to pay a special responsibility allowance somewhere between the average for a Cabinet/executive member and a Unitary Leader. **The recommendation, therefore, is that the Chairman of the Authority should be paid a special responsibility allowance of £8k a year.**
- 19 The Vice-Chairman's responsibilities and duties are proportionately less than those of the Chairman but include important duties at national level. **It is recommended that the Vice Chairman be paid a special responsibility allowance of £5k a year.**
- 20 The Leader of the Labour Group is a member of the Urgency Committee/Appointments Panel, which under present arrangements is a key part of the organization. **It is recommended that the Leader of the Labour Group be paid a special responsibility allowance of £2.5k**

21 **Travel and Subsistence**

The Authority does not pay travel and subsistence at present. Members of the Authority claim on their appointing Unitaries. This will change and in future claims will go to the Authority. In view of this financial provision will need to be made. It is suggested that it would be prudent to budget on the basis of £100 per member, although claims will obviously vary according to where members live. **It is recommended that budget allowance of £2.5k be made for payment of travel and subsistence.**

22. **Other Allowances**

Some Unitaries are paying an allowance for IT and most pay allowances for Child care and dependent carers (£6 an hour up to a maximum of £500 a year). It is felt that the provision of IT can be left to the Unitaries but the Authority should be prepared to pay a Child care Allowance if a request is received. However, in view of the rate of £6 an hour, it is felt that any claims could be absorbed in the overall budget provision that is being suggested. **It is recommended that the Authority pay a Child care Allowance of £6 an hour.**

G BACKGROUND PAPERS

1. Scheme of Allowances for Berkshire Unitaries (excluding Bracknell Forest)

Contact Officer:

Clive Williams

0118 932 2284

Appendix 1

	W Berks	Reading	Wokingham	RBWM	Slough	Average
BASIC	4250	7295	5000	2556	4300	4680
Special Responsibility						
Leader	12750	7185	12000	8946	15000	11176
Dep Leader	-	5870	8000	6390	11250	
Cabinet/Executive	6375	3914	8000	5112	7500	6180
Leader of opposition	6375	3914	-	2556	3750	
Chair of Scrutiny/Overview	-	2202	4000	2556	7500	3519
Chair of Dev Control/Planning	4250	2202	4000	1278	-	
Chair of Select Committee	3187		2000			
Chair of Council	4260	-	-	-	-	
Vice Chair of Council	500	-	-	-	-	-
Champions to Executive	-	-	4000	-	-	-
Appeals Panel	425	-	1000			
Vice Chair of Scrutiny	-	1101	-	-	-	
Leader of 2 nd min group	-	2202	-	-	3000	
Opposition spokespersons	1593	-	-	-	-	

AGENDA ITEM 2:

MINUTES

MINUTES OF THE INAUGURAL MEETING OF THE ROYAL BERKSHIRE FIRE AUTHORITY'S STANDARDS COMMITTEE HELD AT BRIGADE HEADQUARTERS ON TUESDAY 30 SEPTEMBER 2003 COMMENCING AT 1000 HOURS AND CONCLUDED AT 1300 HOURS.

Present:

Fire Authority Members: Owen E Jeffery, R Webb

Independent Members: P Harris, D Distin JP, P Sidwell

In Attendance: C Williams (Clerk and Monitoring Officer)

Apologies: G Mayes (Independent Member)

1.01/03 ELECTION OF CHAIRMAN

RESOLVED: That Mr Peter Harris an Independent Member of the Committee be appointed as Chairman of the Committee for the ensuing year.

1.02/03 ELECTION OF VICE CHAIRMAN

RESOLVED: That Councillor Ron Webb, an Authority Member of the Committee be appointed as Vice-Chairman of the Committee for the ensuing year

1.03/03 MEMBERSHIP OF STANDARDS COMMITTEE

The Clerk reported that Mr Derek Wilson had resigned from the Committee, as he was no longer able to attend daytime meetings. That left an Authority vacancy for a Conservative member. The Committee Administrator would be asked to approach Mr Patman, the Vice-Chairman and Leader of the Conservative Group on the Authority for a replacement.

NOTED

1.04/03 LENGTH OF TERM OF OFFICE

The Clerk drew attention to the fact that under the Committee's constitution, members had been appointed for a year. He suggested that it would be reasonable to seek Authority approval to extend the term of office.

RECOMMENDED: That:

- 1. That the Authority extend the term of office of existing members to three years, with the option to extend membership for a further term of three years.**

2. **That having served two terms of office, a member should vacate the Committee for at least a year before being eligible for further appointment.**
3. **That having regard to the fact that the Committee would meet infrequently, Authority SO 5A on attendance should be varied in the case of the Standards Committee to provide that any member of the Committee missing two consecutive meetings should be asked to give an explanation and that failure to attend three consecutive meetings without the agreement of the Committee, would lead to that member ceasing to be a member of the Committee.**

1.05/03 COMMITTEE TERMS OF REFERENCE

The Committee considered their terms of reference in detail. It was noted that apart from dealing with any complaints that might be received, the Committee were responsible for providing training and guidance to Members on issues of conduct, Standards and Policy and they were also responsible for arranging an Ethical Governance Audit of the Authority, its processes and procedures.

The Committee felt they would be better placed to undertake their duties if they could meet with the Standards Committee of neighbouring Fire Authorities. In view of this it was **RESOLVED: That:**

1. **That the Clerk seek to establish a joint meeting of the Committee with the Standards Committee of Oxfordshire CC and Bucks and Milton Keynes Fire Authority.**
2. **That if such a meeting proved constructive consideration be given to sharing experiences with non-Fire Authorities eg Thames Valley Police Authority, possibly through the good offices of ACTVAR**

1.06/03 SCHEME OF ALLOWANCES FOR MEMBERS

At the start of the meeting, the Vice-Chairman and Mr Jeffery declared an interest and offered to withdraw. They were asked to stay at the meeting by the Independent Members and participate so that the Independent Members could have the benefit of their experience and knowledge. The Committee then considered a Report from the Clerk (not reproduced) which drew attention to the allowances, where previously no powers had been enacted to make any payment at all.

The Clerk drew attention to the fact that the Authority was not required to set up an Independent Remuneration Panel and had therefore charged the Standards Committee with putting forward proposals. However, in view of this the Clerk's report had appended the recommendations of the Unitaries' IRP with the exception of Bracknell Forest BC, where work was still in hand. Also appended was a Schedule showing what decisions Unitary Council (apart from Bracknell) had taken.

- The Report also compared the work load of a member of the Authority with that of a member of a Unitary Council.
- The Committee's attention was also drawn to the fact that the LGA have recommended members' daily rate of £105.10p.

- The Committee were also advised that the Authority had made provision of £25k for members allowances.

The Committee discussed also the rationale for making a scheme. They recognised that payment was intended to compensate members at least in part, for the time spent on Council work but the view was that members should ensure good attendance, so that the Authority's business was officially handled. It was noted that on the past Authority attendance had been poor and the Committee felt it reasonable in approving a Scheme of Allowances, the Authority should also take the appropriate steps to ensure good attendance.

Following detailed discussion, the Committee **RECOMMENDED: That:**

1. **The Authority pay a basic allowance of £400 to each member of the Authority**
2. **The Authority pay Special Responsibility Allowances to the Chairman, Vice Chairman and Leaders of the Labour Group as follows:**

Fire Authority Chairman	£6000
Fire Authority Vice Chairman	£3000
Leaders of the Labour Group	£1500

3. **The Authority pay Travel and Subsistence at the approved rate and make budget provision of £2,500.**
4. **The Authority pay a childcare Allowance at the approved rate of £6 an hour.**
5. **All these allowances be effective from 1 May 2003 in accordance with the Regulations.**
6. **The Authority strictly conform to SO 5A relating to attendance and that a report be made to the next meeting of the Committee on attendance levels.**

1.07/03 COMMITTEE REPORTING TO THE AUTHORITY

The Committee was advised by the Vice Chairman that at Slough Borough Council that was a slot on every Council Agenda to give the Chairman of the Standards Committee the right to address the Council if he or she so wished.

As Members felt that this was a sensible initiative it was **RECOMMENDED: That the Chairman of the Standards Committee be given the right to address the Authority in person, should he so wish.**

