

**MINUTES OF THE MEETING OF ROYAL BERKSHIRE FIRE
AUTHORITY'S MANAGEMENT COMMITTEE**



Held on Monday 7th April 2014 at 6.30 pm

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

Members: * Councillor Phillip Bicknell
(* present) * Councillor Jeff Brooks
* Councillor Colin Dudley (Chairman)
* Councillor Paul Gittings
* Councillor Pauline Helliard-Symons
Councillor Edward Plenty
* Councillor Angus Ross
Councillor Alan Ward

In Attendance: Gene Ash (Head of Learning & Development, HLD)
Jan Chadaj (Interim Head of IT, IHIT)
Andy Fry (Chief Fire Officer, CFO)
Becci Jefferies (Head of HR, HHR)
Andy Mancey (Acting Assistant Chief Fire Officer, A/ACFO)
Bryan Morgan (Area Manager, Risk Management, AMRM)
Andy Parsons (Interim Head of Estates, IHE)
Linda Pye (Principal Policy Officer, PPO)
Nikki Richards (Strategic Programme Policy Manager, SPPM)
Fayth Rowe (Committee Officer, CO)
Andrew Vallance (Director of Resources, DR)

Observers: SM Matt Clark, FBU Representative
SM Eddie Cardoso, FBU Representative

Action

606. REPRESENTATIVE BODIES

The FBU confirmed that they did not wish to address the Management Committee on any of the items on the agenda.

607. APOLOGIES FOR ABSENCE

Apologies for inability to attend the meeting were received on behalf of Councillors Edward Plenty and Alan Ward.

608. DECLARATIONS OF INTEREST

In accordance with the provisions of the Fire Authority's Local Code of Conduct Councillor Jeff Brooks declared a non-pecuniary interest on Item 11 Retrospective Waiver of Standing Orders – Appointment of IT Agency Staff, as he ran an IT Recruitment Company.

In accordance with the provisions of the Fire Authority's Local Code of Conduct Councillor Angus Ross declared a non-pecuniary interest on Item 22 Personnel Matter, as he was a member of the Programme Sponsoring Group

(PSG) for the Thames Valley Control Project (TVCP).

There were no Declarations of Interest received from Officers.

609. MINUTES OF THE MEETING HELD ON 3RD FEBRUARY 2014 AND MATTERS ARISING

Resolved:

That the minutes of the meeting held on 3rd February 2014 be approved as a true and correct record and signed by the Chairman.

Royal Berkshire Pay Policy Statement 2014-15 – It was confirmed that the review of the Car Provision Policy would be brought back to this Committee or a Full Fire Authority meeting in September/October 2014.

610. RECEIPT OF ANNOUNCEMENTS

The Chairman announced that the new joint fire station at Tinkers Lane had been granted Planning approval on the 31st March 2014. This therefore enabled the existing St. Marks Road Fire Station site to be put on the market for disposal and advertisements for its sale would be placed shortly.

The Chairman asked Members of the Committee to note that a cake sale and raffle would take place on 1st May 2014 from 12pm-2pm in memory of Lynda Kenyon.

The Chairman also reported that the Quiz evening held on 8th February 2014 in memory of Lynda Kenyon had raised £900 which was an excellent amount. Money raised from the quiz and the cake sale and raffle would be split between three Cancer charities and the Chairman urged Members of the Committee to purchase raffle tickets.

611. ISSUES ARISING FROM THE AUDIT AND GOVERNANCE COMMITTEE

There were no issues arising from the Audit and Governance Committee.

612. RECOMMENDATION FROM COMMITTEES

There were no issues arising from other Committees.

613. REALISING THE BENEFITS OF MOVING TO THE NEW BHQ

Andrew Vallance, Director of Resources (DR), presented a report which set out the strategic outcomes which had been suggested as a basis for engaging with staff on the relocation of the Service's HQ function.

The relocation of the Brigade Headquarters to a new location provided an opportunity to reap the benefits of the new facilities and working environment. At its meeting on 21st January 2014 the Strategic Asset Management Committee had considered the following strategic outcomes as a basis for engaging with staff on the relocation:

- Highly motivated staff who enjoyed working in the building;
- Improved organisational awareness and communication;
- Greater cross-directorate working (reducing silo activity);
- Greater engagement between staff and Fire Authority members;

- Improved partnership/collaborative working;
- Improved health and wellbeing of staff;
- Income generation e.g. West Berkshire Council Planning Committee meetings.

The SAMC had been invited to take a view on whether the suggested outcomes were appropriately focused and sufficiently comprehensive and it was agreed that the outcomes would be recommended to the Management Committee for their consideration. Members of this Committee were therefore being asked to review and approve the suggested outcomes and invite officers to develop measures for each one. It was noted that initial staff engagement events had been scheduled for 25th March and 8th April 2014.

Councillor Jeff Brooks asked if more information could be provided on the arrangements for the open plan offices. DR responded that most Directors and Heads of Service would have individual offices but the remainder of staff would be situated in open offices.

The CFO stated that the outcomes set out in (a)-(g) in the report were those which had been put forward by CMT. Staff had been engaged via four workshops and had been asked for their opinion on the relocation and what the facilities and working environment should look like.

Councillor Paul Gittings asked whether there were any plans for an office which could be used by Fire Authority Members to work in. Members often had a specific area in their local authority and he queried whether that would be the case at the new HQ. Councillor Colin Dudley confirmed that the local authority in Bracknell had gone through a refurbishment recently and was now open plan. There was a benefit of walking through an open plan office as Members could engage and speak with members of staff more easily. Councillor Pauline Helliar-Symons confirmed that most Councils did have a Members' Room, however, she doubted if Members would use one at the Fire Authority and she was of the opinion that the space could be put to better use. Councillor Angus Ross said that if there were sufficient meeting rooms available then Members could always book one if needed or they could work at a hot desk facility. It was also noted that there would be a break out area where it would be possible to have a coffee and meet with officers.

Councillor Angus Ross referred to the storage facilities. This was an ideal opportunity to reduce the amount of paperwork which was stored as most information was now held electronically and he hoped that this was an issue which had been picked up.

The CFO confirmed that one of the issues which had been picked up in the staff workshops had been how little interaction there currently was with elected Members and it was hoped that Members would become more visible in the new building which would allow them to understand the roles of various officers and vice versa. The CFO stressed that space would be used as flexibly as possible and that when he was out of the office he would be happy for his office to be booked and the same should apply to other Directors/Heads of Service.

Resolved:

- That the recommendations of the Strategic Asset Management Committee be noted;

- The outcomes suggested in paragraph 3.2 of the report be approved;
- It was agreed that officers would develop measures for each of the outcomes.

614. WAIVER OF STANDING ORDERS – EXTENSION OF APPOINTMENT OF HR AND RECRUITMENT CONSULTANTS

Becci Jefferies, Head of HR (HHR), advised the Committee of the current circumstances regarding senior officers within the Fire Authority and sought the Committee's authority for the extension of the appointment of external Strategic HR and recruitment consultants together with approval to waive Standing Orders.

Gatenby Sanderson (GS) had been appointed, following a successful tender process, as an external HR and Recruitment Consultant in April 2013 and had assisted the Fire Authority in the recruitment of a number of senior officers. At the time of the tender process it was anticipated that other recruitment at a senior level might be required. This need was still anticipated but it was not likely to occur before the end of the current contract.

The Fire Authority continued to face a period of change and the recruitment of key senior personnel with the appropriate skills and experience was essential to the continued success of the Service and authority was therefore sought to extend the current agreement for a period of six months to allow the Fire Authority to have access to suitable specialist recruitment advice and assistance.

Contract Standing Orders set out suggested circumstances where it might be appropriate to seek a waiver of Standing Orders which included where the contractor was already on site or in this case were already familiar with RBFRS processes (e) and there were demonstrable benefits (f).

Councillor Colin Dudley queried whether the consultants would be paid at the same rate as set out in the current contract. It was confirmed that they would be retained on the same contract terms. Councillor Dudley expressed his gratitude to Gatenby Sanderson who had successfully assisted with the recruitment of the Chief Fire Officer and stated that it therefore made sense to continue with the current arrangement rather than go through a new tender process.

Resolved:

- The Director Corporate Services be authorised to extend the appointment of the current external HR and Recruitment Consultants for a period not exceeding six months; and
- It be agreed that Standing Orders be waived on the grounds set out in the Fire Authority's Contract Standing Orders CSO 24 (e) and (f).

615. WAIVER OF CONTRACT STANDING ORDERS – PROCUREMENT OF THE RHYNO WINDSCREEN CUTTER

Andy Mancey, Acting Assistant Chief Fire Officer (A/ACFO), sought a waiver to RBFRS Contract Standing Orders to enable the procurement of the Rhino Windshield Cutter for use in rescuing people at Road Traffic Collisions.

The A/ACFO advised that the Rhyno Windshield Cutter was a unique extrication tool used to rapidly remove vehicle glass to gain access to injured occupants who were trapped following a Road Traffic Collision. Windscreen, passenger and rear windows could be removed in under one minute for quick access to patients or for urgent medical and further rescue operations. In addition, the cut glass did not leave sharp and dangerous edges.

As the cost was in excess of £10,000 in line with CSO 21 Officers were required to seek three tenders. Vimpex Limited was the only supplier of this equipment in Europe and therefore it was not possible to seek the required number of tenders. CSO 24 allowed a waiver in exceptional circumstances which might include that only one company was considered suitable (a) or the contract could only be undertaken by one contractor (b).

The A/ACFO had brought an example of the Rhyno Cutter to the meeting for Members to look at. The only training required for firefighters would include the showing of a short video and the introduction of the tool into training sessions. It was anticipated that the equipment could be in the brigade by the end of the next week and out on vehicles by the following week. It was queried whether a charger would be available on the vehicles but the A/ACFO advised that the tool came with a charger and spare battery. The charger would not be carried on the vehicle but as the tool was so quick to use it was not anticipated that this would be an issue.

Councillor Jeff Brooks queried whether any maintenance and support would be included in the price. The A/ACFO confirmed that if there was any problem with one of the cutters then it would be sent back and replaced. This was the only tool of its kind on the market and had to be imported from the USA. The Fire Authority had managed to negotiate a reduced price for the purchase of 23 Rhyno Cutters.

Resolved:

- That Contract Standing Order CSO 21 be waived on the grounds set out in CSO 24 (a) and (b), for the reasons set out in the report; and
- It be agreed that an order be placed with Vimpex Limited for the equipment detailed in the report.

616. RETROSPECTIVE WAIVER OF STANDING ORDERS – APPOINTMENT OF IT AGENCY STAFF

Andrew Vallance, Director of Resources (DR), sought a retrospective waiver of Contract Standing Orders, for IT agency staff to ensure that urgent upgrade work on the FireWatch system was undertaken to comply with the requirements of the Thames Valley Fire Control Project and to maintain support for business critical systems.

RBFRS had developed and modified its FireWatch IT system over a number of years to add bespoke functionality to enable it to deliver its service and was currently using version 7.4. The Thames Valley Fire Control Project (TVFCP) required an interface that was only available with version 7.5 of FireWatch and additional modules were also required which were only available with version 7.5. The upgrade from 7.4 to 7.5 for an unmodified FireWatch application had taken other brigades many months and none had yet gone live. For a system which was heavily modified as that which was in place at RBFRS would

therefore require significant work to ensure that the functionality which the Service relied upon was not lost during the upgrade.

A full-time recruitment process had been initiated but would take some considerable time to complete due to the need to recruit specialist IT technical staff in a highly competitive market. Delivery dates for the TVFCP programme had recently become available and it was clear that significant development work to deliver the project would need to start immediately. Ongoing support to the present live system would also be required.

Attempts had been made to recruit staff to short term contracts and agency staff from existing framework agreements but neither had proved successful to date. It had therefore been necessary to recruit one member of agency staff from Volt, an agency not on a framework contract, prior to the preparation of the report, as support had been urgently required for planning work around this business critical system. Retrospective approval was therefore sought, together with approval for two further such agency staff with the appropriate skills. All three would be required to start immediately for a period of up to six months. Attempts would continue to be made to recruit staff to short term contracts or via agencies on approved frameworks.

Contract Standing Orders CSO 24 set out suggested circumstances where it might be appropriate to seek a waiver of Standing Orders which included where there was genuine urgency (d) or where there were demonstrable benefits (f).

It was queried whether there was any chance of these agency workers being taken on on a permanent basis. The IHIT confirmed that they would be employed on a six month short term contract only as the authority would not be able to afford to pay their rate in the long term. Councillor Jeff Brooks advised that if the Fire Authority continued to use a particular agency they might operate an 'open book' for the negotiation of rates.

Councillor Colin Dudley stated that whilst he was not in favour of retrospective decisions he recognised the urgency required in this case. Members asked Officers what could have been done to prevent a retrospective request. The IHIT advised that the graphics software had not been released until February 2014 and therefore planning work could not commence until that had been available. Councillor Angus Ross confirmed that the issue had been raised at SAMC and therefore some Members had been advised of the situation.

Resolved:

- It be agreed that Standing Order CSO 21 be waived retrospectively on the grounds set out in the Fire Authority's Contract Standing Orders CSO 24 (d) and (f), for the reasons set out in the report; and
- It be agreed that orders would be placed with appropriate recruitment agencies (including Volt) for the services detailed in the report.

617. WAIVER OF CONTRACT STANDING ORDERS – APPOINTMENT OF HUB PROFESSIONAL SERVICES

Andrew Vallance, Director of Resources (DR), sought a waiver of Contract Standing Orders, for the reasons set out in the report, for telecoms professional advice and for professional property advice regarding the

replacement of the drill tower at Slough fire station.

The existing contract for Professional Property Services with HUB was due to end on 31st March 2014. Alternative arrangements were being made to provide the required services going forward, but there were two distinct pieces of work that it was recommended that HUB continue with after the end of the existing contract.

Telecoms Professional Advice: HUB had been providing RBFRS with professional advice in respect of the management of telecoms equipment located on premises with the property portfolio since July 2008. Their expertise in this specialist field had ensured that rent from telecoms operators using the Service's premises had been maximised and effectively managed. Continuing to act in these matters would ensure continuity of advice for on-going claims and rent recovery. The proposed fee for the year to 31st March 2015 was £7,500.

Slough Drill Tower: HUB had been involved in the design of the Drill Tower replacement project at Slough Fire Station for some time. To date under the original contract they had carried out the design and prepared specifications for the demolition and rebuilding of the tower and therefore to change consultants now would invalidate any design warranties and would likely lead to increased time and cost in appointing a new consultant. Further work was therefore required from HUB to complete the project and the total outstanding fee amounted to £17,373.

Contract Standing Orders set out suggested circumstances where it might be appropriate to seek a waiver of Standing Orders which included where the contractor was already on site (e) and there were demonstrable benefits (f).

Councillor Pauline Helliard-Symons noted that HUB had been involved with Wokingham Fire Station and she therefore made the point that the organisation did not always serve the authority well.

Resolved:

- It be agreed that Standing Order CSO 21 be waived on the grounds set out in the Fire Authority's Contract Standing orders CSO 24 (e) and (f), for the reasons set out in the report; and
- It be agreed that an order be placed with HUB Professional Services for the services detailed in the report.

618. FIREFIGHTER'S PENSION SCHEME (1992) – EMPLOYER DISCRETION RULE B7

Becci Jefferies, Head of HR (HHR), advised the Management Committee of changes to the Firefighters' Pension Scheme (1992), which provided employers with the discretion to permit members of the 1992 Scheme, to commute the maximum of their pension to a lump sum. The report provided an illustration of the cost implications of adopting this discretion.

The Firefighters' Pension Scheme (Amendment) (No.2) (England) Order 2013 (No. 1392) amended the Firefighters' Pension Scheme (FPS) 1992. Rule B7 provided employers (the Fire Authority) with the discretion to permit those employees who were members of the 1992 Scheme, between the age of 50 and 55 and with more than 25 but less than 30 years' service, the ability to

commute the maximum of one quarter of their pension for a lump sum on retirement. Should an employer choose to exercise this discretion, then the employer would be liable for any additional cost over and above the usual entitlement. An illustration of the level of cost which might be incurred was set out in paragraph 3.3 of the report.

Whilst there would be costs incurred by the Authority if it decided to adopt this discretion without restriction, the adoption on a case by case basis, subject to each case being examined on its merits, could assist the authority with any cost reduction initiatives in the future and it was therefore recommended that the Management Committee adopt the discretion on a case by case basis.

Councillor Colin Dudley stated that he was worried about taking these on a case by case basis. If the authority agreed to allow the discretion for one person and then another person came along with the same circumstances, what grounds would the Fire Authority have for refusing that request. The HHR confirmed that the timing would determine what the response would be but that each request would be determined on its own merits. Councillor Jeff Brooks was struggling to understand what those merits would be and he was concerned that the authority would be creating a precedent.

Councillor Pauline Helliard-Symons had misgivings around the principle and the fact that the employer would be liable for the costs. This was taxpayers money that was being offered and Councillor Helliard-Symons was not in favour of early retirement. If the Fire Authority wanted to be able to use this as a tool to reduce head count then there were other options which could be used e.g. capability policy.

Councillor Colin Dudley asked what the total financial exposure would be for the Fire Authority. The HHR stated that most employees did not choose to retire early as they wanted to ensure that they had the 30 years of service and this discretion would only apply to those in the 1992 scheme. She could not give an exact figure.

The CFO reported that this scenario would be useful if the Fire Authority were in a position of making changes in order to bring the head count down quickly. Voluntary/compulsory redundancy was one way of achieving this but this would be a good way of incentivising employees to leave early and would be another tool in the box.

Councillor Jeff Brooks stated that the Fire Authority was not in a position at present where large budget cuts needed to be made although the situation might change in the future and he suggested that this might be something which could be considered at a later stage.

Councillor Angus Ross queried whether if an employee elected to retire at present would they be able to commute anything. The HHR confirmed that under the 1992 scheme a quarter of the pension amount could be commuted provided that they were over 55 years of age and had 30 years service.

Members queried whether this was something which could be revisited at a later stage and whether there was a window when this had to be enacted by. The HHR confirmed that a decision would need to be made but that Members could decide to defer the decision on this issue to a later date. Councillor Paul Gittings was of the opinion that lifestyles were changing and that more people would retire early if they could. He was more sympathetic with the proposal due to the changing national picture and the wear and tear physically on firefighters. Councillor Angus Ross asked if other Fire Services had made a

determination on this issue. The HHR confirmed that some had elected to do so on a case by case basis and others had made a decision not to allow the discretion due to the potential cost. Some of the other brigades needed to make large reductions in staffing costs unlike the RBFRS.

Councillor Pauline Helliar-Symons proposed that the Fire Authority should not adopt the discretion at this stage. If an employee was unfit, unwell or incompetent then there were other means available to address those issues and if a circumstance arose as outlined by the CFO then this could be brought back to Committee for a decision. Councillor Ross did not see a down side in considering this on a case by case basis and there should be some flexibility.

Resolved:

- The report be noted;
- It was agreed that the discretion provided under Rule B7 of the Firefighters' Pension Scheme (FPS) would not be adopted at this time.

619. UPDATE ON BHQ

Andy Parsons, Interim Head of Estates, (IHE), updated Members of the Management Committee on progress in relation to the development of the new Brigade Headquarters at Theale Cross.

Progress with regard to the delivery of the various construction packages was progressing, but there was still concern in respect of the delivery of the overall programme. A number of work packages had not been commenced and/or were delayed and therefore the contractual completion date of 18th April 2014 would no longer be achieved. Detailed discussions had taken place with the Authority's professional advisors, the contractor and Officers, in order to agree a more realistic contractual completion date. A way forward had been reported to SAMC on 18th March 2014 for consideration as follows:

- There were certain items of work which the Fire Authority would like included within the contract, that if instructed could be completed within a proposed extended completion date of 19th May 2014;
- There were concerns that this date proposed by the contractor was unrealistic and could only be achieved by a large increase in site labour which would be detrimental to the quality of the final project. A more realistic completion date would be the end of May 2014;
- It had therefore been proposed to offer the contractor a revised completion date of Friday 30th May 2014 to enable completion of the project whilst still achieving the required quality;
- The contractor had offered that the construction items identified by the Fire Authority would form the basis of the construction work and that the estimated final account did not exceed the current funding level of £4,022,000;
- This proposal did not include the installation of a new generator which had also been reported to SAMC on 18th March 2014 and would be taken to the full Fire Authority meeting on 23rd April 2014.

The Fire Authority's professional adviser was currently preparing the documentation in order to issue a formal notice of an extension of time to the

contract and to produce a formal agreement between the parties clearly setting out the reasons for such a settlement. However, to date confirmation had still not been received from the contractor in respect of the revised completion date. HUB were recommending that the Fire Authority should continue until 19th April 2014 and then issue a non-completion notice for liquidated damages which was usually the last resort. There were cost implications in issuing the non-completion notice but this would protect the Fire Authority's position. The IHE stated that the cost to the contractor in respect of liquidated damages was £3,333 per day and he felt that the Fire Authority had a strong case which it was hoped would encourage the contractor to broker a deal. However, the Fire Authority would still have to pay costs out of the amount of liquidated damages received but it would retain around 50%.

Councillor Angus Ross was disappointed as he felt that what had been agreed at SAMC had appeared to be a sensible way forward for both the Fire Authority and the contractor. The IHE confirmed that realistically the authority were now looking at a mid-June completion date as the 30th May 2014 would now be difficult to achieve.

Councillor Colin Dudley noted that this item had been included on the agenda for the Fire Authority meeting on 23rd April 2014 and he queried whether the position would be clearer at that stage. The IHE confirmed that would be after the contractual completion date of 18th April 2014 and therefore an extension of time would have had to have been agreed by that date. A further update would be provided at the Fire Authority meeting. Councillor Dudley asked the IHE to liaise with the Chair of SAMC in order that the right recommendation could be fed into the Fire Authority meeting.

IHE/AR

Resolved:

- The report be noted;
- A further update on this issue would be provided at the Fire Authority meeting on 23rd April 2014.

620. VERBAL UPDATE ON THE TRAINING COMPANY

Councillor Colin Dudley confirmed that he would give a verbal update on behalf of Councillor Phillip Bicknell in his absence.

The Training Company was likely to achieve a forecast profit at year end of around £27,000. Currently recharges paid to the Fire Authority to the end of February amounted to £48,728. Additional recharges which could legitimately be charged to the company were:

- Legal - £500
- Company Secretary - £1,500
- Procurement advice - £3,000

Therefore, the full year profit after accounting for those recharges would be around £22,000.

Councillor Dudley reported that the company had gone from strength to strength and it had only been a year ago that consideration had been given to closing it. The situation had been turned around and that was due to a large extent to the effort put in by Gene Ash and the Chairman thanked him for all

his hard work over the last year.

Resolved:

The verbal update was noted.

621. VERBAL UPDATE ON EMPLOYERS OFFER TO FBU ON RETAINED PENSIONS

Becci Jefferies, Head of HR (HHR), gave a verbal update on the employer's offer to the FBU in relation to Retained Pensions. New legislation had come into effect on 1st April 2014 and it would be necessary to write to individuals setting out their current circumstances and asking if they wanted to join the modified scheme. Each circumstance would need to be dealt with differently. The Fire Service had two months to write to individuals and employees would then have two months to respond following which costings would be made available. The process would need to be concluded by 1st April 2015.

Resolved:

The verbal update was noted.

622. 2013/14 BUDGET MONITORING

Andrew Vallance, Director of Resources (DR), informed Members of revenue and capital outturns against budgets up to the end of February 2014.

The revenue expenditure to 28th February 2014 was shown in summary form in Appendix A and in more detail in Appendix B.

The ongoing policy of not recruiting firefighters partly explained the underspend on the uniformed employee budget and, as in previous years, the trend for expenditure on retained firefighters remained substantially below budget despite the work of the Retained Support Unit. Expenditure on the 'Other Employee Costs' line was higher than the profiled budget due to recruitment costs of filling senior positions within the organisation.

DR reported that the Valuation Office had reduced the assessments for Theale Cross Headquarters to zero from 8th July 2013 whilst construction work took place and this had resulted in a saving of £97,000.

Expenditure on equipment was above the profiled budget as a result of measures taken in relation to industrial action and the Strategic Miscellaneous line was also over budget due to the publicity costs of industrial action.

The Fire Authority would be able to recover costs relating to the major flooding incident via the Bellwin scheme and would have to pay the first £69,000 but the Government had announced that 100% of qualifying expenditure above this threshold would be reimbursed. It was noted that the costs would be well in excess of £1-1.5 million and could even be as much as £2 million.

Legal costs were running ahead of budget due to additional expenditure incurred in relation to the Authority's major projects and programmes.

Capital expenditure to the end of February 2014 was £1,942,000 and was set out in Appendix D.

Resolved:

The report be noted.

623. FORWARD PLAN

The Royal Berkshire Fire Authority's Forward Plan for the period 23rd April 2014 to 28th July 2014 was presented to the Committee.

Resolved:

That the forward plan be noted.

624. DATE OF NEXT MEETING

Monday 28th July 2014 at 6.30pm in the Strategic Command Centre, Headquarters, Royal Berkshire Fire and Rescue Service, Dee Road, Tilehurst, Reading, Berkshire, RG30 4FS

625. 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 Agenda Items on the grounds that they involve the likely disclosure of exempt information, as defined in the paragraphs 1, 2, 3 and 4 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.

626. PART II MINUTES OF THE MEETING HELD ON 3RD FEBRUARY 2014

Resolved:

That the Part II Minutes of the meeting held on 3rd February 2014 be confirmed as a correct record and signed by the Chairman.

627. PERSONNEL MATTER

Becci Jefferies, Head of HR (HHR), introduced the report. Following detailed consideration by the Committee the recommendations in the exempt report were agreed.

Resolved:

That the recommendations be agreed.

628. PERSONNEL MATTER

Andy Fry, the Chief Fire Officer, introduced the report. Following detailed consideration by the Committee the recommendation in the exempt report was agreed.

Resolved:

That the recommendation be agreed.

629. WOKINGHAM FIRE STATION UPDATE

Andrew Vallance, Director of Resources (DR), introduced the report. Following detailed consideration by the Committee the recommendation in the exempt report was agreed.

Resolved:

That the recommendations be agreed.

The meeting closed at 8.45pm