

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



Held on Monday 16 January 2017 at 6.30pm

**Brigade Headquarters, Newsham Court, Pincents Kiln, Calcot,
Reading, Berkshire RG31 7SD**

- Members:**
- * Councillor Avtar Cheema
 - * Councillor Phillip Bicknell
 - * Councillor Colin Dudley
 - Councillor Paul Gittings
 - * Councillor Pauline Helliar-Symons
 - Councillor Tina McKenzie-Boyle
 - * Councillor Angus Ross
 - Councillor Malcolm Alexander
 - * Councillor Paul Bryant
 - * Councillor Emma Webster
 - Councillor Chris Maskell

- In Attendance:**
- Conor Byrne (Head of Finance and Procurement, HoFP)
 - Neil Carter (Group Manager, Response Central Team)
 - Trevor Ferguson (Deputy Chief Fire Officer, DCFO)
 - Moira Fraser (Clerk)
 - Andy Fry (Chief Fire Officer, CFO)
 - Mark Gaskarth (Temporary ACFO)
 - Ian Harrison (Temporary Area Manager West)
 - Becci Jefferies (Head of Human Resources, Learning and Development)
 - Simon Jefferies (Area Manager Risk and Performance)
 - Katie Mills (Head of Corporate Services)
 - Nikki Richards (interim Director of Support Services)
 - Fayth Rowe (Clerk)
 - FBU Representative

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69. REPRESENTATIVE BODIES

The FBU confirmed that they wished to address the Management Committee on agenda item 7.

70. APOLOGIES FOR ABSENCE

Apologies for inability to attend the meeting had been received from Councillors Tina McKenzie-Boyle, Paul Gittings, Malcolm Alexander and Chris Maskell.

71. DECLARATIONS OF INTEREST

In accordance with the provisions of the Fire Authority's Local Code of Conduct, Councillors Angus Ross and Paul Bryant stated that should the Thames Valley Fire Control Service (TVFCS) be discussed at the meeting they would declare an appropriate interest as they were members of the TVFCS Joint Committee. They would therefore not participate in any debate on the

TVFCS should it materialise.

There were no declarations of interest received from Officers.

72. MINUTES OF THE MEETING HELD ON 21 NOVEMBER 2016 AND MATTERS ARISING

That the minutes of the meeting held on 21 November 2016 be approved as a true and correct record and signed by the Chairman subject to the following amendment:

Item 60 Pre-Arranged Overtime and Establishment Levels, Penultimate Paragraph – should read ‘Members requested that a report be brought back to the Management Committee...’

73. RECEIPT OF ANNOUNCEMENTS

The Chairman announced that in January 2016, the Prevention Team began an Adult Referral Programme pilot in which they trained people that worked with vulnerable people in basic fire risk assessment. In December 2016, the team received its thousandth direct referral. In total the Fire Authority had trained staff from 114 different organisations. The Chairman requested that thanks be passed on to the excellent Prevention Team for leading this pilot which really was enabling the people of Berkshire to lead safe and fulfilling lives.

The Chairman was extremely pleased to report that 2016 was the first calendar year on record during which no accidental fire deaths occurred in the County of Royal Berkshire. Whilst there were many factors that had contributed to this, there was no doubt that prevention work was one of the most significant factors. Initiatives such as the Adult Referral Programme demonstrated the Fire Authority’s proactive, intelligence-led, approach to community safety activity ensuring maximum impact was achieved with limited resources for those most vulnerable from fire across the County. He requested that his personal and sincere thanks be passed on to all staff across the organisation for their input in achieving this significant milestone.

Councillor Angus Ross also requested that thanks be passed onto the volunteers that were doing the fire safety checks. This enthusiastic additional resource was proving to be very beneficial to the RBFRS. The CFO noted that the Prevention Team had changed their way of working and volunteers were being ‘built into’ the station teams and this appeared to be working well.

The Chairman reported that on Christmas Eve, Red Watch at Whitley Wood Fire Station spread some Christmas joy when they visited children on the Dolphin and Lion Ward at Royal Berkshire Hospital in Reading. As there were 44 beds on the ward, the firefighters wanted to ensure they had enough presents for each child, and a range of presents for different age groups. They set about fundraising and did exceptionally well, as in addition to the presents; they also made a donation of £960.80 to the ward. He congratulated Red Watch for their fantastic effort and thanked everyone who had donated to this very deserving cause.

The Chairman commented that on 28 December 2016 Wokingham Fire Station opened its doors to help feed some of the local homeless people. A team of volunteers opened up the community room at the Station to provide a hot meal for the homeless people, who normally received a meal from the Salvation Army. The Salvation Army were unable to provide hot meals at that time.

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Some extra meals were also taken to homeless people around Wokingham. The Chairman thanked all the volunteers, including those from the Salvation Army who had helped make this event possible.

The Chairman noted that on 7 January 2017 Maidenhead Fire Station held a car wash in tribute to firefighter Nick Jell who sadly passed away in 2016. The event had a great turnout, with people arriving throughout the day and a total of £1,085 was raised, and all proceeds went to The Fire Fighters Charity. Two days later on 9 January, Caversham Road Fire Station welcomed back the NHS Blood and Transplant Service as they held a blood donation session for members of the public. Caversham Road had become the second RBFRS station to host blood donation sessions, following Wokingham Fire Station. This was the first of six sessions that were being held at Caversham Road during 2017. About 150 people visited on the day to donate blood. The Chairman congratulated everyone involved in making the event possible.

The Chairman reminded Members that the Service Redesign consultation was launched on Monday, 12 December 2016 and would run for 13 weeks, ending on 13 March 2017. To date 309 responses had been received from staff and members of the public. If Members wanted the Authority to contact their authority's Committee Team to arrange for information to be sent to them they needed to contact Fayth Rowe.

Councillor Emma Webster reported that yellow bins had been placed outside fire stations for collecting recyclable clothes and fabrics. She reminded Members that it would be good if they could contribute and raise awareness of the collection in their communities.

74. CO-RESPONDING UPDATE

Neil Carter provided Members with a presentation which set out the aims of the scheme, historical context and provided some statistical analysis.

South Central Ambulance Service (SCAS) had looked at the areas covered by the three Thames Valley Fire and Rescue Services to establish where they were not meeting their response times. The RBFRS had considered where they could assist and a partnership agreement was developed. The Hungerford Co-Responding Scheme was launched in June 2015.

At that time the FBU position was that their members should not undertake any co-responding work. This position was revisited at their 2015 conference. The NJC subsequently circulated an invitation to fire and rescue services to take part in a national trial in partnership with the FBU. Structured criteria were put in place with regard to training, use of equipment, mobilisation etc. The FBU therefore revised their position but stated that their members should only take part in the NJC trial, therefore a moratorium was put on new schemes, and that only Category A (red one and two) incidents should be attended.

The FBRs invoiced SCAS on a quarterly basis using the following basis:

- £50 per attendance by a wholetime appliance;
- £35 per single ambulance provided car;
- £21 per officer attendance.

Members were also asked to note that an ambulance was always mobilised and initially there had been concerns about how long it would take for them to

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attend. Members were also asked to note that participation in the scheme was voluntary.

Members were informed that SCAS's attendance time for red calls was that they had to be handled within 60 seconds and that attendance needed to be within 8 minutes for 75% of calls. The CR scheme was contributing to meeting attendance times.

Neil Carter provided the following detail for each of the RBFRS schemes:

Hungerford

- Set up in June 2015;
- Handled around 28 to 30 calls per month;
- Using a single SCAS car;
- By the end of December 2016 they had dealt with 509 calls;
- 89% were red 1 and 2;
- The average back-up time was eight to ten minutes;
- Unfortunately three of the RDS staff that were acting as co-reponders had been 'lost'. In some cases as they had taken up dual contracts and would no longer have the time to devote to this role. The viability of having one of the new recruits undertake co-responding work was being looked at.

Wargrave

- Adopted in June 2016;
- Same model as Hungerford;
- Circa 23 calls per month;
- 163 calls to date;
- 95% of calls could be categorised as red 1 and 2;
- Six to eight minutes back up time;
- This station had a high proportion of new fire fighters that were not yet blue light trained but they were receiving more training.

Wokingham

- Dealt with an average of 100 calls per month;
- 1400 calls to date;
- 91% were red 1 and 2 calls;
- Back up time of five to seven minutes;
- Was part of the NJC trial scheme;
- Handled by wholetime pump.

Officer Scheme

- Manned by three volunteers;
- Launched in March 2016;
- Call rate of around 17 per month;

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- Officers attended when work and home life commitments permitted;
- 94% of calls were red 1 and 2;
- Back up time of six to eight minutes;
- Formed part of the NJC trial.

It was noted that in 70% of incidents the fire service were the first respondents on the scene.

There were a number of issues that had arisen including some around communications, that in 70% of cases medical intervention was not delivered, that SCAS were first on the scene in 26% of cases, the duration of the NJC trial and the unpaid voluntary status of the role. In order to address the medical intervention rate issues officers were being provided with an additional two days training (which meant five days in total) and additional equipment so that they could undertake all six of the initial checks that a paramedic would undertake.

It was recognised that the sheer volume of calls in the operations room put the SCAS Officers under a significant amount of pressure. They handled around 1500 to 2000 calls per day. They had a very limited time in which to mobilise a resource and they were at the mercy of the caller providing good information about the symptoms of the patient. It was also accepted that many medical conditions shared symptoms. This was an issue that they were looking at.

It was noted that co-responders in the NJC trial were doing so on a voluntary basis although RBFERS responders had received two lots of merit payments. The trials were due to finish in June 2016 but the NJC had felt that they did not have sufficient data to inform a decision and the trial had therefore been extended to the end of February 2017. It was not yet clear what would happen at the end of the trial.

Some of the benefits of the scheme were that undoubtedly lives had been saved but it was not possible to look at the clinical benefits as it was not possible to keep a track of patients moving through the health system. Trained Officers had increased their medical knowledge and this was particularly beneficial at RTAs. The relationship between the RBFERS and SCAS had also improved and this was often down to the personal interface between individual officers. Staff moral had also improved and the RBFERS's reputation had been enhanced.

Future influences:

Ambulance Response Programme

A national trial was being undertaken where triage times were being increased as it was recognised that ambulance services were not making the most efficient use of their ambulance resources. This could lead to the re-categorisation of incident types which would impact on the fire service's mobilisation rates. This might have a negative impact on the RDS volunteers.

NJC Trial

The trial would conclude at the end of February 2017. No announcements had been made about the future of the scheme as yet. It was possible that the FBU might advise their members to cease EMR work or there might be a negotiated settlement which might result in an increase in the remuneration package for co-responders.

Local Evaluation

Post February 2017 Nick Carter would put together a report which would evaluate the scheme fully. Input would be sought from SCAS as well as the co-responders. Officers had been collecting information on an ongoing basis and it would all be pulled together and evaluated once the trial had been concluded.

Members queried whether the charges to SCAS reflected the true cost to the Authority. It was accepted that some of the costs would be incurred regardless of the scheme (fire fighters wages, cost of appliances etc) but that attending incidents would result in some additional costs being incurred including fuel, wear and tear on vehicles etc. Officers commented that this was one of the issues that they would consider as part of the evaluation. Mark Gaskarth noted that it might be difficult to quantify the figure in respect of wear and tear on vehicles as vehicles were serviced based on a time schedule and not on mileage.

The Chairman noted that the scheme should have generated around £92k of income albeit that some of this would have been derived in the 2015/16 financial year. During 2015/16 this income had been subsumed into the budget. He requested that for the 2016/17 budget this income be shown on a separate line. The CFO supported this approach as it might be unnecessary to generate additional head room to meet some of the potential costs associated with the scheme. These could include payments to fire fighters and meeting costs of volunteers (e.g. training and DBS checks), that were undertaking some of the duties the fire fighters were not doing.

Councillor Paul Bryant noted that currently fire fighters were not paid for undertaking co-responding duties. Officers confirmed that as part of the NJC trial these duties were considered to be part of the core role of the fire fighter. It was however noted as had previously been mentioned the RBFRS had made a couple of one off merit payments to the co-responders. The CFO noted that it was assumed that the trade unions might seek recompense for their members for undertaking these duties. It was possible that issues around payment would not be resolved by the NJC trial and it was therefore necessary to start local discussions on this issue.

The Chairman stated that from discussions with fire fighters at Wokingham it had emerged that they would like, if the scheme continued, to continue to provide assistance as whole time crew. He also accepted that with the present crewing arrangements if one individual was taken off the appliance it was possible that the pump would have to be taken off the run in any event and he therefore supported this approach.

Councillor Emma Webster commented that an evaluation of the costs of co-responding had been undertaken in the West Midlands a few years before and their figures suggested that each co-responding call-out cost £412.80 per pump.

Members were concerned about what would happen as of the 01 March 2017. Wokingham's community would still have an expectation that if an incident occurred either SCAS or the RBFRS would attend. Members queried whether a decision could be made locally or whether co-responding would simply cease then. The Chairman commented that RDS crews might not be FBU members and were therefore not part of the NJC trial and they could potentially continue with this work.

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Councillor Webster noted that three RDS fire fighters had resigned in Hungerford and she queried if this was related to co-responding. Officers commented that they did not think this was the case and that they would provide the Chairman with copies of the exit interviews.

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Councillor Paul Bryant queried the number of occasions vehicles were not available to deal with a fire and rescue call because they were dealing with a co-responding incident. The Chairman confirmed that this had only happened on a couple of occasions. Neil Carter commented that this issue would only apply to Wokingham and not the RDS crews or Officers. In terms of Wokingham if this situation did arise the high level incident command cover was affected.

Councillor Pauline Helliar-Symons thanked Officers for the thorough presentation and she was delighted that additional lives were being saved. After talking to Officers at Wokingham she was concerned that some of them were feeling demoralised because of the type of incident they were being called out to. They had told her that in 75% of cases they arrived before the ambulance but that only around 25% of those incidents were 'red calls'. If this scheme was to continue, and she hoped it did, then this question of staff morale would have to be addressed in order to re-invigorate them. The Chairman agreed with these comments.

The Chairman accepted that no price could be put on the lives that had been saved and he thanked all those involved in the co-responding scheme.

75. ISSUES ARISING FROM THE AUDIT AND GOVERNANCE COMMITTEE

No reports had been referred to the Management Committee by the Audit and Governance Committee.

76. REPORT ON CMT APPOINTMENT PROPOSALS AND STATUTORY OFFICER INTERIM ARRANGEMENT

The FBU stated that in principle they supported what the paper was trying to achieve, a shared post in the future could make very significant savings, but they had serious concerns that the proposal to appoint a temporary ACFO might limit the pool of applicants, due to the pension implications for a temporary post. They believed that given the three year tenure of the post it should not be viewed as a temporary but fixed term substantive. They thought such a contractual position would attract the best possible candidates. Councillor Emma Webster agreed that the implications of pensions often impacted negatively on staff taking temporary posts rather than substantive posts.

The DCFO agreed that the Authority would attract the best possible field of candidates if the position attracted substantive status and that some internal candidates may be discouraged by the temporary pension implications. He also stated however that the particular circumstances of each candidate and the specific rules of each scheme made this a very complex area.

Members accepted that the contractual conditions of the post might need to be revisited and therefore recommended that recommendation 2.3 be amended to permit the Appointment Panel to consider this issue and depending on the particular circumstances of candidates make recommendations on the

contractual position which would attract the best candidate.

The DCFO introduced the report which sought to update the Committee on the proposed structure of the new Corporate Management Team (CMT) who would be tasked with delivering the Corporate Plan 2015-19 and supporting the Authority's Collaboration MOUs. Vacancies on the current CMT had resulted in the need to appoint three new Directors. There was also a vacant ACFO post within Oxfordshire Fire and Rescue Service which presented an opportunity to further improve collaboration. It was proposed that the two ACFO posts be filled on a temporary/secondment basis for two to three years from within the three Thames Valley Fire and Rescue Services.

Previously the role of the DCFO had been focussed on building the infrastructure to deliver change. This work had been successful. Going forward the role of the DCFO would need to focus on service delivery and embedding the change programme. The ACFO would need to ensure that authority had the capacity to lead on a range of collaborative projects.

The report also provided an update on interim arrangements in respect of the Statutory Officer post of the Monitoring Officer. The CFO designate would have to play a more active role in decision making responsibilities and it was therefore felt appropriate to seek someone else to take on his Monitoring Officer (MO) responsibilities. Officers were proposing that Graham Britten from Buckinghamshire and Milton Keynes Fire and Rescue Service (B&MK FRS) (currently the Deputy MO) be asked to do so. If approved the Chairman would be asked to write to his counterpart at B&MK RFS to seek permission. It was proposed that this be evaluated as a potential long term solution.

The report also outlined the proposed recruitment process for the existing operational vacancies within the CMT and sought nominations for an Appointments Panel to oversee the appointment of the DCFO and ACFO on behalf of the Fire Authority. It was proposed that the DCFO and ACFO vacancies would be advertised by the end of January with a view to making an appointment by the end of March 2017.

Councillor Angus Ross queried whether the Director of People and Organisational Development role would be filled. Officers confirmed that it would be but that it was a matter of timing and that the other roles needed to be recruited to in the first instance.

The Chairman noted that the Appointments Panel was a sub-committee of the Management Committee. He therefore proposed that it comprise the Chairman, the Vice Chairman, the Leader of the Opposition and two other Members.

Resolved that:

- Councillors Colin Dudley, Pauline Helliard-Symons, Paul Gittings, Angus Ross and Emma Webster be appointed to the Appointments Panel to oversee the appointment of the DCFO and ACFO on behalf of the Fire Authority.
- Authority be delegated to the Appointments Panel to agree the job descriptions and the role responsibilities of the various Directors within CMT.
- The ACFO post be established on a fixed term basis for up to three years from within the three Thames Valley Fire and Rescue Services

and that the contractual conditions in respect of the position/postholder be agreed by Management Committee.

- The Chairman of the Authority write to the Cabinet Member for Oxfordshire County Council and the Chairman of Buckinghamshire and Milton Keynes Authority, requesting agreement that suitably qualified Officers may apply for fixed term role of ACFO.
- It be agreed that the Buckinghamshire and Milton Keynes Monitoring Officer (Graham Britten) fulfil the Statutory Officer role of Monitoring Officer at any time between 16 January 2017 and the appointment of the substantive CMT.
- It be agreed the Chairman of the Authority write to the Chairman of Buckinghamshire and Milton Keynes Authority requesting permission for Graham Britten to act as Monitoring Officer on an interim basis, with a view to a longer term shared solution.

77. ADDITIONAL CAPITAL BID FOR ICT

The Committee was asked to agree an additional ICT capital bid to replace Mobile Data Terminals (MDTs) and supporting hardware on all operational appliances including training vehicles. Nikki Richards (the interim Director of Support Services) explained that the bid was for £60k and would come from the existing capital provision of £450k identified in the Strategic Asset Investment Framework for 2016/17. In 2016/17 bids of £415k had been submitted, which had left £35k in the 'pot'. New Windows licences had been purchased and the final cost was £89k lower than the original bid. There was therefore £124k of unallocated funding left in the IT Capital Programme and she therefore asked that the £60k be funded from this balance.

The current MDTs had been in circulation for five years and were now costing a significant sum to repair and maintain them. A decision to replace them had been delayed pending the requirements of the Emergency Services Network (ESN). As the implementation of the ESN had been pushed back to at least mid 2018 it had been decided that, due to the increased number of issues and failures of these critical devices, they needed to be replaced now.

The replacements had to be accredited by Airwave and Officers were using the best available information to seek devices that would be accredited by ESN too. If not compatible with ESN the devices would be reused as tablets by field based staff thereby limiting the risk of having redundant equipment ahead of their end of life. Unfortunately neighbouring authorities had already replaced their MDTs within the last 24 months and therefore there were no local opportunities to collaborate on this project.

The Chairman queried whether the service would still be able to achieve its savings target if this expenditure was endorsed. Officers noted that this was capital expenditure and not revenue. Replacing the equipment would, however, reduce the related expenditure on maintenance and repair. They were confident that their savings targets would be met.

Councillor Emma Webster noted that there had been some issues associated with the previous roll out of the MDTs and she hoped that lessons learnt would be factored into the roll out of this equipment. Officers noted this comment and accepted that there would be additional complications arising from the introduction of the Thames Valley Fire Control Service (TVFCS). Where possible testing would be undertaken however there were some things that

could not be tested until the new devices had been rolled out.

Councillor Webster commented that crews had first hand experience of some of the issues and some had voiced practical concerns and it would therefore be useful to seek their input into the scheme. She noted that there had been some issues around printing which she would raise with Ms Richards outside of the meeting.

The Chairman stated that he agreed that the equipment needed to be replaced as it was imperative that the fire fighters were provided with the best possible equipment and equipment that they had confidence in. The Chairman highlighted the need for good change and release protocols to ensure that the equipment worked properly and did not impact negatively on the TVFCS. It was therefore imperative that technical due diligence was undertaken prior to the purchase of the equipment and any associated software.

Councillor Angus Ross stated that having listened to the discussion he could not see any reason as to why the proposal should not be accepted. The software would be largely the same; it was therefore unlikely that the same level of disruption would be experienced with the roll out this time. He also noted that Officers had identified another use of the equipment should the introduction of ESN render the MDTs unusable for that function.

Resolved that the additional ICT capital bit for the replacement Mobile Data Terminal devices be approved.

78. THE READING CITY OF SANCTUARY INITIATIVE

The Committee were informed about the Reading City of Sanctuary initiative and the arrangements that were being put in place to meet statutory responsibilities and differing needs of this new group of residents.

The T/ACFO explained that Reading was being promoted as a 'City of Sanctuary' for refugees and asylum seekers which was part of a national initiative to build a culture of hospitality and support and inclusion for these people now living in the UK.

The Fire Service had a statutory duty, under the Fire and Rescue Services Act 2004, to promote fire safety in their area. The RBFRS already delivered targeted campaigns to a diverse range of communities. It was considered that refugees and asylum seekers were at a greater risk of having a fire and being injured as a result of it. It was therefore being proposed that Members endorse the arrangements to promote the safety of this vulnerable group of people.

It was proposed that the Fire Service would work in partnership with Reading Borough Council and the Reading Refugee Support Group (RRSG).

The Chairman noted that the initiative was being supported by Reading Borough Council. He therefore felt that it was appropriate for the RBFRS to be involved in the initiative to ease the pain of this group of people that had been forced to flee unimaginable hardships.

Councillor Emma Webster noted that some of these individuals would not engage with the local authority and she therefore queried how some of the harder to reach people would be targeted. Mark Gaskarth noted that the RRSG would have access to additional information and that the RBFRS would work with both organisations in an effort to assist as many people as possible. It would be necessary to build confidence and trust in the fire service for both the

organisations as well as the individuals they were trying to support.

Councillor Webster stressed the need for training around various cultures in order to develop this trust and confidence. The T/ACFO stated that there were health and safety risks associated with delivering community safety activities. RBFRS personnel were used to working in this way but that might be necessary to undertake additional risk assessments in relation to certain aspects of this work. Staff would be required to work effectively with people from a range of cultures and community groups and appropriate training would be provided.

In response to a query from Councillor Pauline Helliar-Symons on this issue the T/ACFO explained that following the risk assessment control measures such as being aware of people's backgrounds and cultural differences, health and safety risks, sources of conflict etc would be considered. This work was already being undertaken in other areas and previous learning would be factored into any interaction personnel had with this group of people. The CFO noted that in some of the countries that the refugees and asylum seekers had fled fire fighting work was undertaken by the military. It might therefore take a bit longer to build up trust with fire authorities in the UK.

Councillor Paul Bryant queried whether this initiative would place any additional financial burdens on the Authority. The T/ACFO noted that the service had a statutory obligation to promote fire safety in its area. Resources were deployed to areas of greatest risk. It was likely that properties associated with this initiative might fall into the higher risk category and therefore it might be necessary to redistribute some of the authority's assets.

Councillor Angus Ross commented that the population of Reading was already culturally diverse. While he was fully supportive of this initiative he was concerned that resources would be diverted from existing vulnerable groups and the perception this might create. The T/ACFO commented that risk needed to be managed and that if it became an issue then resourcing might have to be revisited.

The Chairman thanked the T/ACFO for this interesting piece of work.

Resolved that:

- the arrangements being put in place by RBFRS to promote the safety of refugees and asylum seekers living with Reading be noted and endorsed. Where required these arrangements would be reflected across Royal Berkshire.
- the intention to bring a further paper to the Committee in the future outlining how the Fire Authority could make additional commitments in support of the Reading 'City of Sanctuary' initiative be noted.

79. FORWARD PLAN

The Committee requested that the following amendments be made to the forward plan:

- Updates from the Lead Members and Members' Champions be included on a six monthly basis (the frequency of these updates would be revisited)
- It be made clear that in respect of the IRMP Consultation Results, scheduled to come to the Management Committee on the 03 April 2017,

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the Management Committee would be recommending the content of the consultation results to the Fire Authority but that they would not be making a recommendation in respect of any preferred option.

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- The Member Development Strategy be delayed until the 03 April 2017 Management Committee as the Lead Member, Councillor Pauline Helliar-Symons, had given her apologies for the 14 February 2017 meeting.

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Resolved that the Forward Plan be noted subject to the inclusion of the amendments set out above.

80. DATE OF THE NEXT MEETING

Resolved that the next meeting would take place on Tuesday, 14 February 2017 in the Brigade Headquarters, Pincents Kiln, Calcot, Reading, RG31 7SP.

81. EXCLUSION OF THE PRESS AND 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, 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.

82. PART II MINUTES OF THE MEETING HELD ON 21 NOVEMBER 2017

Resolved that: the Part II Minutes of the meeting held on 21 November 2017 be confirmed as a correct record and signed by the Chairman.

The meeting closed at 8.35pm