



**Agenda
for the Meeting
of the
Management Committee**

Monday, 3rd April, 2023

At

6.00 pm

RBFRS Headquarters
Lynda Kenyon Suite
Newsham Court
Pincents Kiln
Calcot
Reading
Berkshire
RG31 7SD

For further information regarding this meeting, please contact:

Committee Team

0118 938 4611

E-Mail at committeeteam@rbfrs.co.uk

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



MEETING: Management Committee Meeting

DATE AND TIME: Monday, 3rd April, 2023 at 6.00 pm

VENUE: Lynda Kenyon Suite
RBFRS Headquarters
Newsham Court
Pincents Kiln
Calcot
Reading, Berkshire RG31 7SD

S U M M O N S

You are hereby summoned to attend the meeting of the Royal Berkshire Fire Authority at the time, date and venue indicated above, when it is proposed to deal with the business set out in the enclosed Agenda.

A handwritten signature in black ink, appearing to read 'Graham Britten'.

GRAHAM BRITTEN
Monitoring Officer

To: Members of the Management Committee:

Councillor Dennis Benneyworth	Councillor Jo Lovelock
Councillor Jeff Brooks	Councillor Dave McElroy
Councillor Colin Dudley	Councillor Dexter Smith
Councillor Paul Gittings	Councillor Rachelle Shepherd- DuBey
Councillor Pauline Helliar-Symons	Councillor Simon Werner
Councillor David Cannon	

Copy to: Senior Leadership Team (SLT), Royal Berkshire Fire and Rescue Service

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AGENDA

1. Representative Bodies

Purpose:

The Chair may, at his discretion, invite the Representative Bodies present to address the Management Committee once on any Part I item, on the prerequisite that the Representative Bodies advise the Chair at the commencement of the meeting of those Agenda items they wish to speak to.

2. Apologies for Absence

3. Declarations of Interest

Purpose:

To receive Declarations of Interest from Members relating to items to be considered at the meeting, in accordance with the provisions of the Fire Authority's Local Code of Conduct, and any from Officers.

4. Minutes of the meeting held on 7 February 2023 (Pages 5 - 14)

Purpose:

That the Minutes of the meeting and any recorded actions held on 7 February 2023, be confirmed as a correct record and signed by the Chair.

5. Receipt of Announcements

Recommendation:

To receive announcements from the Chair and / or Chief Fire Officer.

6. Issues arising from the Audit and Governance Committee

Recommendation:

That it be noted that no reports have been referred by the Audit and Governance Committee.

7. Training Centre Contract Waiver and Contract Uplift (*Pages 15 - 20*)

Purpose:

To approve contract waivers to ensure the Training Centre continue to deliver safe and professional services.

8. Integrated Communications Control System (ICCS) Tender Approval - Thames Valley Fire Control Service (TVFCS) (*Pages 21 - 24*)

Purpose:

To agree a contract award for ICCS maintenance and support for one year, with options to extend for two years.

9. Income Generation Review (*To Follow*)

Purpose:

To note the Income Generation Review report.

10. Forward Plan (*Pages 25 - 26*)

Recommendation:

To note the Forward Plan.

11. Date of next meeting

Monday 17 July 2023, 6.30pm at RBFRS Headquarters, Newsham Court, Pincents Kiln, Calcot, Reading RG31 7SD.

MINUTES OF THE MEETING OF THE MANAGEMENT COMMITTEE



Held on Tuesday, 7th February, 2023 at 6.30 pm

RBFRS Headquarters, Newsham Court, Pincents Kiln, Calcot, Reading RG31 7SD.

- Members:** (*present)
- | | |
|-------------------------------------|--------------------------------------|
| * Councillor Dennis Benneyworth | Councillor Jo Lovelock |
| * Councillor Jeff Brooks | Councillor Dave McElroy |
| * Councillor Colin Dudley | * Councillor Dexter Smith |
| * Councillor Paul Gittings | * Councillor Rachelle Shepherd-DuBey |
| * Councillor Pauline Helliar-Symons | * Councillor Simon Werner |
| * Councillor David Cannon | * Councillor Tricia Brown |

- In Attendance:** Mark Arkwell (Deputy Chief Fire Officer, DCFO)
 Wayne Bowcock (Chief Fire Officer, CFO)
 Paul Bremble (Head of Corporate Services, HCS)
 Graham Britten (Monitoring Officer, MO)
 Conor Byrne (Head of Finance and Procurement, HF&P)
 Abdifatar Hassan (Democratic Support Assistant, DSA)
 Andrew Mclenahan (Head of Facilities, Fleet and Equipment, HFF&E)
 Katie Mills (Assistant Chief Fire Officer, ACFO)
 Jim Powell, (Area Manager, Collaboration and Policy, AM C&P)
 Nikki Richards (Deputy Chief Executive, Dep ChEx)
 Fayth Rowe (Democratic Support Lead, DSL)
 Tregear Thomas (Area Manager, Response and Resilience)

Action

42. REPRESENTATIVE BODIES

There were no questions received from Representative Bodies on any of the agenda items.

43. APOLOGIES FOR ABSENCE

Apologies of absence were received from Councillors Jo Lovelock and Dave McElroy. Councillor Tricia Brown was in attendance as Councillor Jo Lovelock's substitute.

44. DECLARATIONS OF INTEREST

There were no Declarations of Interest from Members in accordance with the provisions of the Fire Authority's Local Code of Conduct.

There were no Declarations of Interest received from Officers.

45. MINUTES OF THE MEETING HELD ON 6 DECEMBER 2022

Doug Buchanan, Area Manager Response and Resilience (AM R&R) had confirmed he had completed the action in the minutes.

RESOLVED that the Minutes and recorded actions of the meeting held on 6 December 2022 be approved as a true record, to be signed by the Chair.

46. RECEIPT OF ANNOUNCEMENTS

The Chair made the following announcements.

HMICFRS Inspection Result

His Majesty's Inspectorate of Constabulary and Fire and Rescue Services have released their latest report, which confirmed Royal Berkshire Fire and Rescue Service (RBFRS) is performing to a high standard, receiving three 'good' judgments across all three areas (effectiveness, efficiency and people) inspected.

I would like to extend by thanks to everyone from across the Service who supported the inspection process. These judgments gave confidence to Berkshire residents and was a testament to the public service of all those who work for Royal Berkshire Fire and Rescue Service. Further detail on HMICFRS Inspection will be provided later on this agenda (Item 10).

Arrival of Wholetime Firefighter Apprentices

At the start of the month, we welcomed 24 new firefighter apprentices. The apprentices spent two days at Whitey Wood and Newsham Court where they were given an introduction to the Service, how we operate and some of the equipment they will be using in their roles.

Currently, they are away on a training course at the Fire Service College in Gloucestershire. However, they will return to Berkshire to complete the final few weeks of their training course before graduating in May.

CRMP Consultation

We are currently consulting on our draft Corporate Plan and Community Risk Management Plan, or CRMP for short, for the next four years. The CRMP explains how all fire and rescue related risk in the community is evaluated and how we will allocate our resources to manage those risks.

We are consulting people who live, work or travel in Royal Berkshire for their feedback on this important document which will help guide the future of Royal Berkshire Fire and Rescue Service.

Our online survey will be available on the RBFRS website until the consultation closes at 5pm on Monday, 27 March 2023, so I'd be grateful if you could raise awareness of the consultation in your communities so that we can get the best possible response.

Council Tax Consultation

The Fire Authority recently consulted on the Service's funding through council tax for the next financial year. The consultation closed at 5pm on Monday 30, January 2023.

Currently, the average Band D householder pays just £1.42 per week for their fire and rescue service. Given that Royal Berkshire is one of the lowest charging fire authorities nationally, we consulted on an increase of £5, or under 10p a week for Band D householders in Berkshire.

The consultation has concluded and the results are currently being considered ahead of the decision by Fire Authority Members on whether to raise council tax.

Fire Safety (England) Regulations 2022

New fire safety regulations took effect from 23 January 2023 and will impose significant new legal requirements of responsible persons for multi-occupied residential buildings.

The Fire Safety (England) Regulations 2022 (the Regulations) were introduced to meet the Grenfell Tower Inquiry's Phase 1 recommendations.

The Regulations require responsible persons of high-rise residential buildings to provide information on their building to their local fire service.

The information to be shared includes details of the construction of the external walls, floor and buildings plans, and information on known faults with key firefighting equipment.

It is really important that responsible persons for multi-occupied residential buildings are aware and have prepared for these changes. Further information about the new fire safety regulations can be found on the Service's website.

Charity Car Wash at Maidenhead Fire Station

Firefighters from Maidenhead Fire Station will be hosting a charity car wash between 10am and 3pm this upcoming Sunday, 19 February.

The car wash marks the first community event held at one of our stations this year, with all funds raised being donated to the Fire Fighters Charity.

The suggested donation is £5 and I would like to extend my best wishes to the firefighters ahead of the Car Wash.

Crowthorne Recognised by Parish Council

Our on-call firefighters at Crowthorne were recently thanked by Crowthorne Parish Council during a competition ran by a local business. In a competition run by the cafe Two Sisters on Facebook, Crowthorne Fire Station was nominated by Crowthorne Parish Council for its work in the community. As well as responding to incidents, the council highlighted all the events that firefighters have been involved with, including the Summer of Fun, carnival and late night shopping.

The crew was provided with a breakfast pastry box in recognition of their contribution. Sadly they had to rush out for a call when the delivery arrived, but hopefully they were able to enjoy it after they returned to station! Well done to everyone at Crowthorne.

Passing of Firefighter Barry Martin

Wayne Bowcock, Chief Fire Officer (CFO) announced on Friday, 27 January, we received the news that Barry Martin, a Firefighter for Scottish Fire and Rescue Service, tragically passed away due to serious injuries he sustained at an incident.

As a Service, we extend our deepest condolences and our thoughts are with Barry's family and friends at this difficult time. We also stand shoulder to shoulder with all our colleagues at Scottish Fire and Rescue Service, who are grieving the loss of their colleague and friend.

I'd like to invite members to join me in observing a minutes silence for Barry who made the ultimate sacrifice while on duty, in service of his community.

47. ISSUES ARISING FROM THE AUDIT AND GOVERNANCE COMMITTEE

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

48. 2023/24 BUDGET

Councillor Jeff Brooks, Budget and Income Generation Lead introduced the report by making the following headlines:

- Proposed 2023/24 Budget - no cuts to core services
- There were savings and efficiencies
- Proposed increase in precept '£5 for fire'
- Balanced budget

Conor Byrne, Head of Finance and Procurement (HF&P), tabled a revised Draft Medium Term Financial Plan (MTFP) due to changes made to figures from two Unitary Authorities. He stated there was a small net difference which had reduced the budget by £34,000. £573,000 will be added back into the Budget Contingency Reserve.

In referring to page 2 of the tabled MTFP, he reported the proposed increase to council tax precept by £5 per annum in 2023/24 was fed into the summary of funding projections table shown on page 3, he then went through the figures listed within the table.

- Revenue Support Grant will increase by 10.1%
- Business Rates Top-up Grant has decreased by 5.4% compared to 2022/23
- Section 31 Business Rates Grant Baseline will go up by 7.2% - this income amounts to £1,259 in addition to £719,000 of S31 Business Rates Grants above Baseline
- Deficit in collection fund
- Total funding £41,975

Conor Byrne went on to page 4 of the MTFP and discussed efficiency savings in years 2023/24 and Invest to Save projects in years 2024/25. He stated the efficiency and productivity plan listed in Appendix B would be monitored throughout the year. In referring to page 8 of MTFP, he stated the Prior-Year Net expenditure Budget was £38,446, net pressure £2,956 and net revenue budget was £41,975.

In referring to the MTFP, where savings had been identified to disestablish Fire Cadets appliance, the Chair queried whether it would be a loss in the training and development of fire cadets. Tregear Thomas, Area Manager Prevention and Protection confirmed the Cadet Units would continue to be held and will use appliances that were available, e.g. training appliances. The proposal had been discussed with Cadet Instructors. Wayne Bowcock, Chief Fire Officer (CFO), added the Cadet appliances were aging and will use modern fleet for their training.

In response to supplementary question from the Chair regarding a possible reduction in inflation, Conor Byrne reported any reduction in inflation would be built into the base budget e.g. pay pressures. He discussed the volatility of funding from one quarter to the next.

Councillor Brooks stated he and Conor Byrne will be modelling 2.99% and will look in-year if there were any reductions.

In referring to Appendix C, Strategic Asset Investment Framework (SAIF), the planned capital expenditure totalled just under £16 million in the next four financial years. It included the improvement of facilities for a diverse workforce and a greater emphasis on green technologies.

In response to a question from the Chair on how would the investments be funded, Conor Byrne confirmed they will be funded from capital receipts, revenue and from loans (taken in year three). In addition, he confirmed the loan will be at a fixed rate in year three.

Conor Byrne moved on to Appendix D and stated reserves will be maintained at current levels at 5% and the budget contingency reserve maintained at 3%. Councillor Brooks stated he suggested the implementation of fiscal rules and maintain the Development Fund. He reminded Members, Management Committee at their meeting in December 2022 approved the transfer of funds from the Development Fund for Industrial Action (IA).

Appendix E, Draft Treasury and Investment Strategy 2023/24, Conor Byrne reported the introduction of an ethical dimension to investing in countries rated “free” by Freedom House.

Councillor Gittings thanked Conor Byrne, Councillor Brooks and the Senior Leadership Team (SLT) for their work on the budget and stated he was pleased to see the recommendation of a balanced budget, funds had been set aside for possible IA and the change in the Draft Treasury and Investment Strategy.

The Chair moved the recommendation which was seconded by Councillor Brooks. On being put to the vote, one member abstained from voting.

RESOLVED that the report be noted and recommended to Fire Authority:

- 1) An increase in the Band D precept of £5;
- 2) The Medium Term Financial Plan (Appendix A)
- 3) The Efficiency and Productivity Plan (Appendix B)
- 4) The Strategic Asset Investment Framework (Appendix C)
- 5) The Reserves Policy (Appendix D)
- 6) The Treasury Strategy (Appendix E)

49. BUDGET MONITORING QUARTER THREE

Conor Byrne, Head of Finance and Procurement (HF&P) reported the forecast revenue outturn for 2022/23 showed an anticipated deficit of £648,000, a decrease from quarter two. The costs of the McCloud/Sergeant case will be

settled by Central Government.

The current Grey Book pay offer of 5% had been rejected, however 5% has been incorporated in the current forecast compared with the original budget of 2.5%. Station staff budgets were under pressure with overtime forecast to be £578,000 over budget (including an adjustment for backdated pay rises and NI reduction). Conor Byrne explained the various factors for the increase, including the additional bank holiday for the Queen's funeral, increased working in the summer heatwave, sickness absence / light duties and annual leave cover. The above was also another factor for the delay in some training courses, therefore an underspend of £45,000.

In summary, Conor Byrne reported of the pay pressures and utility cost pressures identified in quarter three budget monitoring.

The Chair asked a question on paragraph 3.6 regarding the On-call overall net pressure of £49,000. He also asked a question on the decrease of On-Call availability. Conor Byrne reported historically, On-call budgets were fixed. The budget has been underspent due to the closure of two On-call stations (Wargrave and Pangbourne). He explained it was difficult to achieve consistency regarding the 60% on-call target.

RESOLVED that the report be noted.

50. SCHEME OF MEMBER ALLOWANCES ANNUAL REVIEW

Graham Britten, Monitoring Officer reported historically the Scheme of Allowances were indexed to National Joint Council (NJC) for local government pay award. This year, rather than a percentage uplift applied to staff pay, the NJC awarded a lump sum and uprated a new rate of 4.04% to allowances. The recommendation of the report is seeking Members to note and recommend to the Fire Authority for approval that the 4.04% uplift be applied to Members Scheme of Allowances.

The Vice-Chair requested for an amendment to paragraph 3.8 of the report regarding Wokingham Borough Council's recent Council meeting and that there were no changes to their allowances.

Councillor Gittings reported Reading Borough Council had uplifted their allowances to the new rating. Councillor Werner stated he was uncomfortable in discussing Scheme of Allowances and advised that he would not support the recommendation to the Fire Authority.

The Chair reported the last Independent Review held on Scheme of Allowances, the Fire Authority approved that allowances be linked to 'Green' Book pay and the recommendation was for Fire Authority approval to link to the new rate of allowances, which was not above the lump sum awarded to staff.

The Chair moved the recommendations which was seconded by Councillor

Gittings. On being put to the vote, one Member voted against.

RESOLVED that:

- 1) The report be noted; and that it be recommended to the Fire Authority:
 - a) That it be approve the Scheme of Allowances is indexed to the annual local government increase for allowances;
 - b) That the new rates for allowances, uprated by 4.04% be backdated to 1 April 2022 be approved; and
 - c) That the recommendations of each of the six unitary authority Independent Remuneration Panels (IRPs) be noted.

51. HMICFRS INSPECTION RESULTS

Katie Mills, Assistant Chief Fire Officer (ACFO), provided a brief background on the first, second and Covid inspections conducted by His Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS). She explained it was held over six weeks and was pleased to announce Royal Berkshire Fire and Rescue Service (RBFRS) maintained its judgement received from the first inspection as 'good' in each criteria.

Twelve recommendations were made on areas for improvement. She stated RBFRS received a special mention on its culture and values within the inspection report. Matt Parr, HMICFRS Inspector stated he was pleased with RBFRS progress since its last inspection.

Katie Mills thanked all staff that supported the inspection progress, in particular, Angela Smith, Programme Office and Inspection Lead.

Paul Bremble, Head of Corporate Services (HCS) reported the next steps were to create an action plan from the recommendations. HMICFRS had started its third round of inspections and the process will be held over 10 weeks. A new criteria of 'inadequate' will be included into the judgement criteria. He stated he would continue to keep Members updated regarding the next round of inspections.

In response to a question from the Vice-Chair, Tregear Thomas, Area Manager Prevention and Protection reported the inspection report was referring to Adult Referral Training for carers.

Councillor Gittings thanked Katie Mills, SLT and staff for their involvement in the inspection and to the Service in receiving three 'good' judgement criteria.

Councillor Smith referenced an area of improvement was on the Automatic Fire Alarm.

The Chair echoed Councillor Gittings thanks and appreciation to Katie Mills and team for their work. He moved the recommendations which was seconded by Councillor Gittings.

RESOLVED that:

- 1) The contents of the report be noted; and
- 2) It be recommended that the Fire Authority;
- 3) Note the findings of His Majesty’s Inspectorate of Constabulary and Fire and Rescue Services report on the performance of Royal Berkshire Fire and Rescue Service 2021/22.

52. QUARTER THREE APPLIANCE AVAILABILITY BY CREWING TO MEET CORPORATE MEASURES 16 AND 17

Doug Buchanan, Area Manager Response and Resilience (AM R&R) reported the Service achieved 74.2% of emergency incidents attended in 10 minutes against the corporate measure target of 75%. Whole-time appliance availability across the quarter was 96.6% against a target of 99% and On-call appliance availability was 35.9% against a target of 60%.

Paragraphs 3.15 and 3.16 explained some of the challenges during the quarter affecting on-call targets.

In response to a question from the Chair on the inconsistency of on-call availability, Doug Buchanan reported a Group Manager had been working on new policies to allow improvements, which were currently in consultation. He added, two new roles had been created to operate out of on-call stations. Wayne Bowcock, Chief Fire Officer (CFO), confirmed the current Community Risk Management Plan (CRMP) was consulting on on-call availability.

In referring to the table, Doug Buchanan reported of the increase of on-call during covid. He stated on-call availability was a national problem. He added as a Service, we consistently meet our Response Standard and on-call availability provided additional resilience.

In referring to page 84 of the report, Councillor Gittings highlighted an incident which occurred in his Ward and stated the feedback he received from residents was positive.

Councillor Brooks advised he would like to discuss on-call availability in Hungerford and Lambourn with officers outside of the meeting.

AM R&R

Councillor Smith thanked Slough and Langley Fire Stations for their swift seven minute response to a fire at a bus station in Slough.

The Chair commended the work of the Service in its response to incidents. He reported areas such as Lambourn had been affected due to a change in stable workers contracts, which reduced the number of local people applying to work as on-call Firefighters.

RESOLVED that:

- 1) The 2022-23 Quarter Three performance of **96.6%** appliance availability of the Service's 14 whole-time appliances in line with Corporate Measure 16¹ be noted.
- 2) The 2022-23 Quarter Three performance of overall on-call appliance availability of **35.9%** in line with Corporate Measure 17² be noted.

53. FORWARD PLAN

RESOLVED that the Forward Plan be noted.

54. DATE OF NEXT MEETING

Monday, 3 April 2023, 6.30pm at RBFRS Headquarters, Newsham Court, Pincents Kiln, Calcot, Reading RG31 7SD.

(The meeting concluded at 20.02)

ROYAL BERKSHIRE FIRE AUTHORITY REPORT



COMMITTEE	MANAGEMENT COMMITTEE
DATE OF MEETING	3 APRIL 2023
SUBJECT	TRAINING CENTRE CONTRACT WAIVER AND CONTRACT UPLIFT
LEAD OFFICER	ANDREW MCLENAHAN, HEAD OF FACILITIES, FLEET AND EQUIPMENT
LEAD MEMBER	COUNCILLOR DAVE MCELROY
EXEMPT INFORMATION	NONE
ACTION	FOR DECISION

1. EXECUTIVE SUMMARY

- 1.1 Royal Berkshire Fire and Rescue Service (RBFRS) Training Centre provides a critical function for the continued delivery of safe and professional services to the residents of Royal Berkshire. The Training Centre has experienced significant damage following a substantial leak and rendered a large proportion unusable in its current condition. In addition there has been a recent failure of some components of the 'burn rooms' that facilitate realistic training in fire conditions.
- 1.2 This report seeks approval for contract waivers to ensure continuity of a key service function. This relates to temporary accommodation required as a result of the flooding and to support the unplanned repairs required to the burn room training facility.
- 1.3 As a result of the flooding, a planned wider redevelopment of the Training Centre has been brought forward to 2023, as identified within the approved Strategic Asset Investment Framework (SAIF). In order not to delay progress of immediate project requirements there is a need to uplift the existing financial limit of the current multi-disciplinary professional services contract from the amount which was previously approved by the Authority in 2017.
- 1.4 RBFRS contract regulations state that any spend in excess of £100,000 per contract require Management Committee approval. This limit applies to circumstances where additional or extended period of provision is required, and multiple waivers are deemed necessary.

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2. **RECOMMENDATION**

That Management Committee:

- 2.1 **APPROVE** the contract waiver to Portakabin Ltd for up to £122,000 for temporary accommodation for the period June 2022 to August 2023;
- 2.2 **APPROVE** the contract waiver to DA Technologie Ltd for up to £112,000 for the urgent repairs to the firehouse training facility;
- 2.3 **APPROVE** the uplift to current spend limit for the current professional service contract with Ridge & Partners by £400,000.

3. **REPORT**

Temporary Accommodation

- 3.1 In June 2022 there was a severe flooding incident at the RBFPS Training Centre. The majority of the classroom and student areas were significantly damaged and rendered unusable.
- 3.2 As part of our business continuity arrangements for this critical function, the Service required temporary accommodation in the form of Portakabin units.
- 3.3 As a result of this incident RBFPS has made an insurance claim to recover the financial losses incurred. This claim includes the costs of the temporary accommodation as well as recompense for the damage to the building. A settlement was preferred over reinstatement of the building given the intended redevelopment of the Training Centre site.
- 3.4 Due to the emergency nature of the event, it has been necessary to waive the contract regulation rules that the Authority has in place to enable the continuity of a key function. The estimated total spend on this provision including a period for redevelopment plans to be finalised is expected to exceed £100,000 in total. This figure excludes the anticipated insurance settlement of circa £83k.

Burn rooms

- 3.5 In January 2023 during a period of maintenance to the burn rooms facility, a failure of the internal structural covering within one room lead to more intrusive surveys being conducted within the facility. The results of these surveys indicated that more widespread and urgent repairs were required to ensure integrity of the internal rooms and thus provide a safe training environment for our staff.
- 3.6 Due to the specialist nature of facility, potential safety concerns with the structure and the operational importance the requirement to act urgently to rectify these issues has required a specialist contractor to be instructed.
- 3.7 The contractor, D.A Technologie Ltd have already undertaken some of the urgent repairs to part of the building at a cost of £50,000. This has enabled a

reduced capability to be reintroduced to support key training activity. Subsequent assessment of other areas and detailed quotations to complete the remaining works have now been received with a cost of up to £62,000 including ongoing support and maintenance. Therefore the total anticipated spend is likely to exceed £100,000 and requires Management Committee approval before instructing the second phase of critical works.

Training Centre redevelopment

- 3.8 The revised SAIF, approved by Fire Authority in February 2023, illustrated plans to bring forward the redevelopment RBFRS' Training Centre. This is now scheduled for 2023-2025. This key project had been identified in the first phase of the previous SAIF, but has been reprioritised and moved further forward in the programme in light of the recent flooding event. Project activity has already been accelerated which includes clarification of user requirements, initial feasibility design options, estimated costs and a pre-planning application to clarify site planning constraints. Members of the Estates Development and Sustainability Working Group (previously Property Development Working Group) were updated on early considerations at the meeting in March 2023.
- 3.9 RFBRs has existing multi-disciplinary professional services contracts with Ridge & Partners Ltd that provides specialist input into the design and management of our property development projects such as the build of Crowthorne and Theale Fire Stations.
- 3.10 The existing contract arrangements were approved by Management Committee in July 2017, with an estimated value of up to £2 million. This included an option to extend as required to complete the programme. In order to support the continuation of existing key development projects such as Slough Fire Station (full business case anticipated at Management Committee in July 2023) and to simultaneously progress the re-development of the Training Centre without delay, approval is sought to increase this contracted spend limit up to a total of £2,400,000, which is in line with existing contract arrangements. A retender of the multi-disciplinary professional services contract is scheduled to commence in July 2023.

4. CONTRIBUTION TO STRATEGIC COMMITMENTS

- 4.1 Commitment 2 – We will ensure a swift and appropriate response when called to emergencies.
- 4.2 Commitment 5 – We will ensure that Royal Berkshire Fire and Rescue Service provides good value for money.

5. FINANCIAL IMPLICATIONS

- 5.1 The capital budget allocation requirements for the works outlined above form part of the Strategic Asset Investment Framework approved by Fire Authority in February 2023.

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- 5.2 The revenue budget allocations requirements for the works outlined above form part of the Medium Term Financial Plan approved by Fire Authority in February 2023.

6. LEGAL IMPLICATIONS

- 6.1 By not ensuring that the correct approvals are in place, RBFRS would not comply with their financial and contractual regulations.

7. EQUALITY AND DIVERSITY IMPLICATIONS

- 7.1 The development of user requirements at Training Centre has identified the need to maintain appropriate equitable facilities for the temporary/interim period. A full equality impact assessment will be undertaken as part of the wider Training Centre redevelopment project.

8. RISK IMPLICATIONS

- 8.1 By not ensuring that the correct approvals are in place, RBFRS would not comply with their financial and contractual regulations.
- 8.2 If the Firehouse is not repaired, that ability to safely and effectively deliver breathing apparatus training to our staff would be significantly compromised and could result in firefighters not being able to perform their duties, which directly impacts the ability for the organisation to delivery core functions and strategic objectives.
- 8.3 If the current spend limit on professional services with the current provider is not increased a new procurement process will need to be undertaken, which will delay the progress of the work as identified within the approved SAIF. This delay to the redevelopment project may lead additional financial cost of interim arrangements and extend disruption within a core business function.

9. CONSISTENCY WITH DUTY TO COLLABORATE

- 9.1 None applicable.

10. PRINCIPAL CONSULTATION

- 10.1 The Chief Fire Officer was consulted during the preparation of this report.
- 10.2 The Head of Finance and Procurement was consulted during the preparation of this report.
- 10.3 The Monitoring Officer was consulted during the preparation of this report.

11. BACKGROUND PAPERS

- 11.1 Strategic Asset Investment Framework (SAIF) – Fire Authority February 2023

12. APPENDICES

12.1 N/A.

13. CONTACT DETAILS

13.1 Andy McLenahan – Head of Facilities, Fleet & Equipment

mclenahan@rbfrs.co.uk

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ROYAL BERKSHIRE FIRE AUTHORITY



COMMITTEE	MANAGEMENT COMMITTEE
DATE OF MEETING	3 APRIL 2023
SUBJECT	INTEGRATED COMMUNICATIONS CONTROL SYSTEM (ICCS) TENDER APPROVAL – THAMES VALLEY FIRE CONTROL SERVICE (TVFCS)
LEAD OFFICER	JIM POWELL, AREA MANAGER COLLABORATION AND POLICY
LEAD MEMBER	COUNCILLORS WERNER AND LOVELOCK
EXEMPT INFORMATION	NONE
ACTION	FOR DECISION

1. EXECUTIVE SUMMARY

- 1.1 At Management Committee meeting on 11 October 2022, members resolved to agree in principle to tender for a five year maintenance and support contract for Thames Valley Fire Control Service (TVFCS) Integrated Communications Control System (ICCS) DS3000 from 10 April 2023 to 10 April 2028 (with options to extend for two years). This was a recommendation received from the TVFCS Joint Committee.
- 1.2 At that time it was anticipated that the contract value would be under the £1 million threshold set out in Royal Berkshire Fire Authority (RBFA) Contract Regulations and the tender process was planned for Q4 22/23.
- 1.3 In light of organisational learning from the TVFCS Vision (mobilising system) hardware refresh contract, officers determined to include a hardware refresh element in the ICCS tender. Following a compliant open tender process, including the refresh element has resulted in the tender contract value exceeding the £1M threshold.

2. **RECOMMENDATION**

That the Management Committee:

- 2.1 **AGREE** an award of contract for ICCS maintenance and support, including hardware refresh options, for Royal Berkshire Fire Authority to SSS Public Safety for £1,208,421 from 10 April 2023 to 10 April 2028 (with options to extend for two years).

3. **REPORT**

- 3.1 The ICCS is a safety critical system that manages all 999 calls as well operational radio traffic, paging systems and all other telephony that touches the control room. RBFA lead on procurement for this system on behalf of its partners in TVFCS.
- 3.2 The ICCS works in tandem and is integrated with the Mobilising system (Vision 4) and both systems work on platforms provided by a single supplier, SSS Public Safety. At Management Committee meeting on 11 October 2022, members resolved to agree to extend the Vision maintenance and support contract for five years from 10 April 2023 and this is provided for in the current Vision contract.
- 3.3 The intent was to secure an ICCS maintenance and support contract to align both contracts to a similar timeline which would ensure future tender processes could incorporate both systems into one contract when they expired.
- 3.4 Initial estimates of contract value were made using the current annual revenue charge for these services at circa £90k per annum over the whole life of the contract which could be up to seven years; indicating that the contract value would be under the £1 million threshold set out in Contract Regulation 15 (CR15).
- 3.5 Officers had previously identified the potential need for an ICCS related hardware refresh as set out in the long term forecast in the 22/23 and 23/24 TVFCS budget papers. However it was intended that this would be dealt with as a separate matter.
- 3.6 In reviewing the learning from the implementation of the Vision hardware refresh (included in the 22/23 TVFCS budget), officers determined to include a hardware refresh element into the ICCS tender process. This ensures minimal delay in delivering new hardware when it is required, eliminates potential ownership disputes when resolving faults by ensuring supply and fit is undertaken by one party and negates the need for further tender process at a later time.

- 3.7 The tender resulted in only one submission from our current supplier SSS Public Safety. The addition of the hardware refresh has resulted in an increase to the contract value, setting it above the £1m threshold set out in CR15 and this paper asks for final Authority approval before the contract can be awarded.

4. CONTRIBUTION TO STRATEGIC COMMITMENTS

- 4.1 Commitment 2 – We will ensure a swift and effective response when called to emergencies
- 4.2 Commitment 5 – We will ensure that Royal Berkshire Fire and Rescue Service provides good value for money.

5. FINANCIAL IMPLICATIONS

- 5.1 The revenue cost for the ICCS maintenance and support contract is included in the TVFCS base budget and is paid for by the three Thames Valley FRS partners as per the TVFCS Cost Apportionment Model.
- 5.2 The Hardware refresh element would be paid for using the TVFCS Renewals account. TVFRS partners contribute £50k per annum into this account which currently stands at approximately £1.8 million. Spending from this account is approved annually as part of the TVFCS budget Annual Capital Expenditure Profile.

6. LEGAL IMPLICATIONS

- 6.1 The ICCS tender has been delivered in line with the Public Contract Regulations 2015.
- 6.2 Management Committee approval is required to align to the RBFA contract regulations.
- 6.3 Ensuring critical systems have appropriate support arrangements in place enable RBFA to meet its statutory obligations under the Fire and Rescue services Act 2004 and the Civil Contingences Act 2004.

7. EQUALITY AND DIVERSITY IMPLICATIONS

- 7.1 There are no identified equality and diversity implications as this is a technical support contract to an existing system.

8. RISK IMPLICATIONS

- 8.1 Should we be unable to secure a suitable maintenance and support contract a number of key areas of functionality may be compromised resulting in a potential risk to delivering an effective control function that may result in risk to life or property.

9. CONSISTENCY WITH DUTY TO COLLABORATE

- 9.1 This is a collaborative contract across the Thames Valley Partners.
- 9.2 This collaboration position supports our duty to collaborate as per the Police and Crime Act 2017.

10. PRINCIPAL CONSULTATION

- 10.1 Chief Fire Officer
10.2 Head of Finance and Procurement
10.3 Monitoring Officer

11. BACKGROUND PAPERS

- 11.1 Management Committee 11 October 2022 – Thames Valley Fire Control Service system contracts and hardware refresh
- 11.2 Fire Authority 15 February 2023 – Budget 2023/24

12. APPENDICES

- 12.1 None.

13. CONTACT DETAILS

- 13.1 Jim Powell – HQ Collaboration Change and Finance powellj@rbfrs.co.uk

ITEM	DECISION BODY	NEXT REPORTING DATE	REPORTING FREQUENCY	RECOMMENDED ACTION	LEAD OFFICER	LEAD MEMBER	PART I / II
Corporate Calendar 2023/24	Fire Authority	27.04.23	Annual	Agree	DChEx	N/A	Part I
Corporate Plan and CRMP Consultation Results	Fire Authority	27.04.23	Ad-hoc	Agree	HCS	CRMP Lead	Part I
LFB Culture Review - Audit (Gap analysis)	Fire Authority	27.04.23	Ad-hoc	Agree	CFO	N/A	Part I
Member Development Strategy 2023-27	Fire Authority	27.04.23	every 4 years	Agree	HCS	Member Development Champion	Part I
The Charter for Families Bereaved through Public Tragedy	Fire Authority	27.04.23	Ad-hoc	Agree	CFO	N/A	Part I
Contaminants presentation	Fire Authority	27.04.23	Ad-hoc	Note	DChEx	Healthy and wellbeing champion	Part I
Serious Violence Duty presentation	Fire Authority	27.04.23	Ad-hoc	Note	AM C&P	N/A	Part I
Lead Member and Champion Annual Reports	Fire Authority	27.04.23	Annual	Note	Lead Officers	Lead Members	Part I
Annual Plan 2023/24	Fire Authority	08.06.23	Annual	Agree	DChEx	N/A	Part I
Annual Report on Governance - to include Member attendance, allowances and expenses	Fire Authority	08.06.23	Annual	Note	DChEx	A&GC Chairman	Part I
TVFCS Joint Committee Annual Report 2022/23	Fire Authority	08.06.23	Annual	Note	AM (C&P)	Collaboration Lead	Part I
On-call strategy - presentation	Fire Authority	08.06.23	Ad-hoc	Note	AM R &R	N/A	Part I
Appointment of Committees, Lead Members and Member Champions and Outside Bodies 2023/24	Fire Authority	08.06.23	Annual	Appoint	MO	N/A	Part I
Appointment of Chair / Vice-Chair 2023/24	Fire Authority	08.06.23	Annual	Appoint	MO	N/A	Part I
Annual Outturn	Management Committee	17/07/23	Annual	Note	HF&P	N/A	Part I
Q4 Appliance Availability	Management Committee	17/07/23	quarterly	Note	AM (R&R)	N/A	Part I
Emergency Services Mobile Communications Programme- Presentation	A&GC	25/07/23	Bi annual	Note	HBIS	N/A	Part I
HMICFRS Action Plan	A&GC	25/07/23	ad-hoc	note	HCS	N/A	Part I
Statement of Accounts	A&GC	25/07/23	Annual	Agree	HF&P	Budget and Income Generation Lead	Part I
Annual Governance Statement 22/23	A&GC	25/07/23	Annual	Note	Programme Office and Inspection Manager	N/A	Part I
Pensions Board Annual update	A&GC	25/07/23	bi annual	Note	HHR&L&D and Pension Board Chair	N/A	Part I
Internal Audit report	A&GC	25/07/23	Quarterly	Note	HF&P	N/A	Part I
External Audit Report	A&GC	25/07/23	Annual	Note	HF&P	N/A	Part I
Q4 Performance Report	A&GC	25/07/23	Quarterly	Note	Data, Performance and Risk Manager	N/A	Part I
RBFRS Annual Report 21/22	A&GC	25/07/23	Annual	Note	DChEx	N/A	Part I

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