

THAMES VALLEY FIRE CONTROL SERVICE



Thames Valley Fire Control Service Joint Committee

Monday 18th September 2017 at 2.00pm

**Meeting Room 3,
Oxfordshire Fire and Rescue Service Headquarters,
Sterling Road, Kidlington, Oxford, OX5 2DU**

AGENDA

	Item	Start time
1.	Apologies	2.00 pm
2.	Introductions	
3.	Declarations of Interest	
4.	Minutes of the meeting held on 31 st July 2017 (<i>Pages 3 - 9</i>)	
5.	Matters Arising	
6.	Questions from Members (Written Questions)	
7.	TVFCS Performance Report (<i>Pages 11 - 16</i>) Purpose: To provide the Joint Committee with an update report on the performance of the Thames Valley Fire Control Service (TVFCS)	

8.	<p>Finance Update 2017/18 (<i>Pages 17 - 19</i>)</p> <p>Purpose:</p> <p>To provide the 2017/18 budget monitoring position for TVFCS up until 31st August 2017.</p>	
9.	<p>Forward Plan</p> <p>Purpose:</p> <p>To note the Forward Plan.</p>	
10.	<p>Visit to Secondary Fire Control</p>	
	<p>Date of Next Meeting:</p> <p style="text-align: center;">Monday 18th December 2017 at 2.00pm Oxfordshire Fire and Rescue Service Headquarters, Sterling Road, Kidlington, Oxford, OX5 2DU</p>	

DRAFT



Thames Valley Fire Control Service Joint Committee Meeting

Monday 31 July 2017 2.00 pm

Oxfordshire Fire & Rescue Service HQ, Sterling Road, Kidlington, Oxford, OX5
2DU

Minutes

Present: Councillor Judith Heathcoat (Chairman), Oxfordshire County Council
Councillor Angus Ross, Royal Berkshire Fire Authority
Councillor David Carroll, Buckinghamshire and Milton Keynes Fire Authority
Councillor Lorraine Lindsay-Gale, Oxfordshire County Council
Councillor Malcolm Alexander, Royal Berkshire Fire Authority

In Attendance: Simon Furlong (CFO, OFRS)
Mick Osborne (DCO, BFRS)
Simon Jefferies (ACO, RBFRS)
Rob MacDougall (ACO, OFRS)
Mat Carlile (AM, OFRS)
Neil Boustred (AC, BFRS)
Nikki Richards (DSS, RBFRS)
Ryan Maslen (Finance, RBFRS)
Christine Barefield (PA OFRS)

Public: None.

53. APOLOGIES

Apologies for absence were received from Cllr Roger Reed BMKFA, Jason Thelwell BFRS, Trevor Ferguson RBFRS, Steve Foye RBFRS, Mark Gaskarth RBFRS, David Sutherland RBFRS, Asif Hussain BFRS

54. INTRODUCTIONS

The Chairman welcomed all members to the meeting and introductions were made due to the number of new attendees.

Cllr Heathcoat was nominated as the new Chairman for 2017/18 by Cllr Angus Ross, seconded by Cllr David Carroll.

Cllr Heathcoat suggested to the Committee that a letter of appreciation be sent to Cllr Roger Reed, the outgoing Chairman, thanking him for his time as the Chairman of the Committee and other serving councillors. This was supported by the meeting. In addition, the Chairman had met recently with Ex-Cllr Rodney Rose and was pleased to advise the Committee that he is recovering well.

Chairman to send letter.

55. DECLARATIONS OF INTEREST

None.

56. MINUTES FROM THE MEETING HELD ON 20 March 2017

RESOLVED –

That the Minutes of the meetings of the TVFCS Joint Committee held on 20 March 2017 approved and signed by the Chairman as a correct record.

57. MATTERS ARISING

None.

58. QUESTIONS FROM MEMBERS (WRITTEN QUESTIONS)

None.

Cllr Heathcoat suggested that a copy of the Joint Committee Standing Orders be sent to the new members of the committee.

Christine Barefield to send out.

59. Chairman's Annual report 2016/17

Neil Boustred introduced the report which looked back over the last 12 months and provided a high level summary of the progress made against plans, the performance of TVFCS against agreed measures, an overview of staffing changes and a summary of the financial position at year end. The Chairman suggested that this report showed that the TVFCS is in a very good place and also advised that other Authorities have recognised the state of the art equipment within the Control Room and were seeing the way the project has developed as best practice. Those individuals who had played a large role in bringing the TVFCS to fruition were thanked.

Mat Carlile provided an update on the recruitment of the Group Manager (Control) and Station Manager (Control). An interview process has taken place with two very strong candidates taking part. Simon Harris, Dorset & Wiltshire Fire & Rescue Service has been offered and accepted the post of Group Manager and Julie Summers, Surrey Fire & Rescue asked to be considered for the Station Manager which she was subsequently offered and has accepted. It is envisaged that the post holders will be in place by the end of August 2017. Cllr Ross highlighted the good work carried out by Ingrid Leonard who had been temporarily seconded to TVFCS by Hampshire Fire & Rescue Service and it was agreed that Cllr Reed, as the outgoing Chairman, will be asked to write formally to Ingrid Leonard and the CFO of HFRS in recognition.

Mick Osborne to arrange with Cllr Reed.

With regard to item 7.1, Cllr Ross clarified that the expenditure detailed relates to payments made in arrears.

RESOLVED –

1. The Joint Committee noted the annual report.

60. Control Performance Report

Neil Boustred advised Members that the report provides a detailed narrative on TVFCS performance together with the agreed set of performance information to enable comparisons. Item 4.1 was highlighted to the Committee showing that mobilisations within 60, 90 and 120 seconds have improved further and has been a key area of focus for all staff. Item 4.2 indicates a dip in performance with answering calls within 5 seconds in April against the previous month and Neil Boustred advised that this is due in part, to newly recruited personnel who have to train on the test system prior to moving to the live system. The Control Manager is looking at this performance measure within the training plan.

Neil Boustred drew Committee's attention to item 4.6 which shows that corresponding calls have decreased for each FRS through April, May and June compared to the last quarter. The reduction in numbers is due to the new

Ambulance Response Programme which has reduced the level of calls being responded to by FRS's. Cllr Ross suggested that responding to co-responder calls for the one Station in RBFRS had become too much of a strain and their response had been reviewed.

Councillor Heathcoat asked whether the level of graphical information is still relevant to Committee particularly the graphs relating to the performance of the individual FRS's prior to cutover in April 2015 as this appears to be repetitious. Cllr Ross suggested that it had been valuable for this meeting to provide new members with an overview however; moving forward it could just be included in the annual report. It was agreed that the graph data will be rationalised for future reports.

For the information of new members, the Chairman asked for clarification on the content of the admin calls received into the Control Room. Neil Boustred advised that these are any enquiry that is not a 999 call.

Cllr Alexander enquired as to an accepted target for average shifts sick per FTE and Neil Boustred advised that a significant amount of work has been carried out to addressing sickness in terms of preventative work within the building and attendance management.

Cllr Ross raised the issue of general morale for the staff and that, previously, RBFRS had looked to provide more prominent signage to show that the TVFCS were on the site which has been addressed. In addition, Mat Carlile advised that he has visited all Watches in the Control Room and the recent addition of the video wall detailing Station and Officer availability has been well received. The Chairman recommended that Members take the opportunity to visit TVFCS.

The Chairman asked for a discussion to take place around the Fall Back Service currently being provided by North Yorkshire Fire & Rescue Service who have now given notice to end the arrangement at the end of December 2017 (North Yorkshire Fire & Rescue Service will continue in the role until a replacement is in place). It was noted that North Yorkshire Fire & Rescue Service have chosen to end the service as they feel that they are unable to provide the level of service required by TVFCS. Neil Boustred advised that conversations are already underway with a resilient FRS.

The Chairman proposed the following motion:

Due to the urgent need to progress this item, the Committee delegate responsibility to the three Chief Fire Officers to implement an effective and resilient fall-back system following the notification from North Yorkshire Fire & Rescue Service that they are no longer able to support TVFCS.

A full report to be presented to the December Committee on progress and outcome of any contractual discussions together with any financial impact with these changes to the TVFCS budget.

Cllr Ross suggested that as this was such an important issue, it would be prudent for regular electronic updates to be sent to Committee on progress.

RESOLVED –

1. that the contents of the report were noted.
2. the motion was agreed. SRO's to provide a full report to Joint Committee in December.
3. SRO's to provide electronic updates to Committee on progress.

61. Budget Outturn Report 2016/17

The Committee were asked to note the year-end financial outturn report for 2016/17. The budget provision for 2016/17 was £2,166,050 with a contingency of £150,000. The outturn for the year end was £2,006,415. There was an under spend of £159,635. The Chairman raised slight concern that the budget was coming in on target and showing no variables and Nikki Richards advised that this was due to the majority of costs being upfront, fixed costs.

With regard to telephony costs, Nikki Richards advised that some work had been undertaken to split the costs according to which calls were TVFCS related and which were RBFRS calls. The telephony contract has been re-negotiated with the new contract rates being reapportioned for each FRS.

The proportion costs for each FRS were drawn up with data from April 2015. The next review will take place in April 2018.

RESOLVED –

1. that the report was noted.

62. Finance Update

Ryan Maslen provided Committee with the 2017/18 budget monitoring position for TVFCS up until 31st May 2017. With reference to item 4.1, the underspend figure was updated to £51,000 at as 30th June 2017. The current budget is in a sound position however; it was noted that the budget had been based around a 1% pay award for staff and if the negotiations come to a conclusion higher than that, the budget will need to be revisited. It was noted that currently TVFCS do not pay North Yorkshire Fire & Rescue Service for the Fall Back service however; this may change with a new provider.

Cllr Ross drew attention to the budget against training and recruitment which is there to be used annually. Mat Carlile advised that RBFRS has invested significant time in training managers particularly around performance management which is showing a vast improvement.

RESOLVED –

1. that the report was noted.

63. Phase 2 of Transition Plan

Neil Boustred and Mat Carlile provided an update on Phase 2 of the Transition Plan which had been discussed at a previous Members Workshop and the March meeting. The plan is dynamic and commenced when Phase 1 of the project was signed off. Some elements of the plan have implications outside of TVFCS and will come under collaboration between the three Service's. Committee were asked to advise on which elements of the transition plan are deemed to be the priorities. Alongside the previously discussed revised Fall Back arrangements, Mick Osborne suggested that the development of arrangements for business continuity should also be prioritised particularly with the current pay dispute and any potential for action by members of TVFCS.

With regard to item 3.3, Benchmarking with peer Fire Control Rooms across the UK, Cllr Alexander asked for further information. Mat Carlile advised that with the introduction of the new Professional Standards Body, there is a project ongoing around this area. We are already engaged with other Control Rooms of a similar size and capacity.

The Chairman asked for confirmation on the membership of the Joint Co-Ordination Group (JCG) and this was confirmed as Neil Boustred, Mat Carlile and Mark Gaskarth as the SRO's. In addition, a report is always provided by the Control Manager who attends part of the meeting and a representation from Finance.

With regard to item 1.4 and the alignment alongside Legal Agreement, Committee were in agreement that the legal entity around this group is still relevant and there are no problems around the legal agreement.

The Chairman advised that she will be meeting with the PCC imminently and would like some detailed information around collaboration to take to this meeting. Rob MacDougall will provide this to Cllr Heathcoat.

Rob
MacDougall
to provide
Cllr
Heathcoat
with a
collaboration
update.

64. Control Room Upgrades for Emergency Services Network (ESN)

Nikki Richards appraised the Committee on the scope and funding for TVFCS upgrades to enable connection to the Emergency Services Network (ESN). The Emergency Services Mobile Communications Project (ESMCP) was set up to deliver an Emergency Services Network (ESN) for all emergency services and is an evolving, reactive project. As part of the project, Control Rooms will need to be connected to a land based wired infrastructure – Direct Network Service provider (DNSP). The equipment upgrade will be funded by the Home Office Project. At this time, the new transition date is not clear. RBFRS have undertaken a 'Gap' analysis to highlight any potential shortfalls and a combined extra cost of £202,500 has been identified. RBFRS have placed a new submission with the ESMCP National Project Team with regard to this funding shortfall and are awaiting a decision. There will be an increase

in maintenance revenue charges totalling £24,168 per annum and this will be split across the 3 Services.

The Chairman asked what the risks are to TVFCS during the changeover and Nikki Richards advised that all 3 Service's should have this on their risk registers as it applies to the communications equipment on appliances, pagers etc. A lot of the changes will be made to the software behind the scenes so should not impact on TVFCS in terms of people working in the Control Room. Secondary Control will be used to minimise any risks. It was also noted that there will be training implications for staff in using the new upgraded equipment. Neil Boustred advised Committee that the Thames Valley have retained the Regional Lead role for ESMCP and this is being fulfilled by Julian Parsons.

Cllr Alexander enquired as to the life span of the DSNP however; this is an unknown.

RESOLVED –

1. that the report was noted.

65. FORWARD PLAN

Committee agreed the two items for the September meeting as shown on the forward plan. Any additional items for the forward plan should be submitted to Christine Barefield.

It was noted that this is a public meeting and consideration should be given to room location for future meetings.

At the September meeting, the opportunity will be taken to visit the Secondary Control Room as the meeting will be held at Kidlington. The new Group Manager and Station Manager will be invited to the meeting to meet the Committee.

The forward plan was noted.

This page is left intentionally blank

THAMES VALLEY FIRE CONTROL SERVICE



REPORT TITLE: CONTROL PERFORMANCE REPORT

PRESENTED TO: JOINT COMMITTEE

DATE OF MEETING: 18TH SEPTEMBER 2017

OFFICER PRESENTING REPORT: MARK GASKARTH

1. PURPOSE AND SUMMARY OF REPORT

- 1.1. To provide the Joint Committee with an update report on the performance of the Thames Valley Fire Control Service (TVFCS).

2. RECOMMENDATIONS

That the Joint Committee:-

- 2.1. **Note** the report.

3. BACKGROUND AND SUPPORTING INFORMATION

- 3.1. The Control Room Manager's Report for August 2017 (Appendix A) provides a detailed narrative on TVFCS performance together with the agreed set of performance information to enable comparisons.

4. SUMMARY OF PERFORMANCE

- 4.1 Performance in terms of mobilisations within 60, 90 and 120 seconds continues to be a key area of focus for all staff.
- 4.2 The number of emergency calls dropped slightly in August by 174 calls, with incidents requiring mobilisation increasing compared to the last quarter.
- 4.3 The number of admin calls received in August has fallen slightly compared to June and July.
- 4.4 The percentage of admin calls answered within 15 seconds has seen an increase of 2.17% compared to last month's figures.
- 4.5 Co-responding calls have decreased for each FRS through June, July and August compared to the last quarter.
- 4.6 Overtime levels are reducing as we continue to recruit to full establishment.

- 4.7 An internal Crew Manager promotion process has now been completed, with one successful candidate.
- 4.8 Absence levels continue to be monitored and managed. Sickness in August decreased to 0.8 due to managerial actions. The level of sickness had been related to seasonal illnesses and medical conditions.
- 4.9 Vision is now running on v4.19.5 and is performing as expected with only minor issues. Updates have been completed to improve mapping and the gazetteer, so improving the system overall. Regular window and anti-virus updates are now scheduled in to maintain security of the system.

5. STAFFING CHANGES

- 5.1 Following a selection process, the Group Manager and Control Room Manager positions have now been offered to the successful candidates and they have been accepted. Fixed term positions at firefighter (Control) level have been offered following a further process and this has been done to cover vacancies and maternity leave.

6. FINANCIAL, LEGAL, RISK MANAGEMENT, ENVIRONMENTAL AND EQUALITY IMPLICATIONS

- 6.1. There are no implications within this report.

7. COMPLIANCE WITH THE TVFCS PARTNERSHIP AGREEMENT

- 7.1. This report complies with the Steady State Legal Agreement which defines the responsibilities for measuring and reporting on performance.

8. CONTRIBUTION TO SERVICE AIMS

- 8.1. The Committee provide oversight on behalf of the three Thames Valley Fire and Rescue Authorities of the performance of TVFCS in fulfilling their statutory duty to make arrangements for dealing with calls for help and summoning personnel (Fire and Rescue Services Act 2004).

9. BACKGROUND PAPERS

- 9.1. None.

10. APPENDICES

- 9.1 Appendix A: TVFCS Control Room Manager's Report

Author: Mark Gaskarth, Area Manager TVFCS

Date of report: 7th September 2017

Thames Valley Fire Control Service



Control Room Manager's Monthly Report August 2017

Part 'A'

1. Establishment
2. Explanation of absence rates
3. Overtime claims and payment records
4. Technical performance of the system
5. Report on TVFCS performance and updates

1. Establishment

The authorised establishment and current staffing position are shown below. It details the number of people in their substantive posts and also those in temporary positions.

Role	Authorised Establishment	Number of people in substantive posts and FTE	Number of people in temporary positions and FTE	Vacancies	Comments
Group Manager	1	0 – 0 FTE	0 – 0 FTE	1	A new GM (Control) has been appointed and is due to take up his post in September.
Control Manager	1	0 – 0 FTE	1 – 1 FTE	0	A new Control Room Manager has been appointed and is due to take up her post in September.
Control Training Manager	1	0 – 0 FTE	0 – 0 FTE	1	Control Training Manager currently acting up into Control Room Manager post.
Training Support Officer	1 for 12 months	0 – 0 FTE	1 – 1 FTE	0	Post-holder started in June 2016 and is continuing to deliver the new recruits course.
Watch Managers	4	3 – 3 FTE	1 – 1 FTE	0	1 substantive WM temporarily seconded to Training Support Officer post, hence 1 WM position filled on a temporary basis by CM.
Crew Managers	12	9 – 8.88 FTE	1 – 1 FTE	2.12	1 CM promoted to WM hence FF acting up as CM in temporary post. An internal Crew Managers promotion process ran at the end of July.
Fire-fighter	20	22 – 20.57 FTE	0 – 0 FTE	-0.57	1 substantive FF temporarily covering CM. 4 fixed term fire-fighter Control contracts have been put in place that will start 11 th September. 2 are to cover for maternity leave. CM process to run end of July and anticipate promoting to CM internally.
Total	40 (increased to support the training support post and is due to increase in GM post from 0.5 to 1)	34 32.45 FTE total people in their substantive positions	4-4 FTE	3.55	Current actual number of people employed = 38 and 36.45 FTE

2. Explanation of absence rates

Total Number of:

Episodes	(2 Short 3 Long)
Days Lost	29
Short days lost	4
Long days lost	25
Average Days Lost FTE	0.80

3. Overtime claims and payment records (Does not include Bank Holiday pay)

Total Paid	Hours worked	No of staff claiming OT between 1 st Aug and 31st Aug 2017
£4927.41	241	14

4. Technical performance of the system

Work continues to improve the configuration of the Vision mobilising system. A further review of PDA's/responses is ongoing to align wherever possible across the three FRSs. Guidance and Information and Process Maps continue to be reviewed and updated.

5. Report on TVFCS performance and updates

There has been a slight improvement with sickness and this continues to be managed in accordance within the sickness and absence management policy. Improvement is required with regards to mobilisations in 60 seconds. This area will be focused on to improve performance with training and awareness of the performance targets.

Crewing is still causing an impact with performance and we are working to bring establishment levels up with four new recruits commencing in September 2017. An internal Crew Manager Promotion process has been carried out with the successful applicants being appointed at the beginning of September.

Part 'B'
Performance Reporting

Performance indicators now show a rolling 12 month average based on TVFCS data available since go live and the RAGB method adopted.

Key	
Red	Target missed by more than 10%
Amber	Target missed by 10% or less
Green	Target met or exceeded by less than 10%
Blue	Target exceeded by 10% or more
Grey	Data accuracy issues make judgement not possible

The table below provides a summary of the performance measures:

Metric	TVFCS Rolling 12 month average (Aug 16 - Jul 17)	2017/18 Target	August 2017
Admin calls answered within 15 seconds	81.00%	82.57%	
Emergency calls answered within 5 seconds	94.09%	92%	94.70%
Emergency calls answered within 10 seconds	96.98%	97%	97.92%
Mobilisations within 60 seconds	58.02%	60%	53.20%
Mobilisations within 90 seconds	78.01%	80%	78.25%
Mobilisations within 120 seconds	88.20%	95%	88.09%
No of times Emergency fallback instigated (Operation Exit)	0	0	
Average shifts sick per FTE	.63	0.80	
Number of mobilisations	1,970	1978	
Total Emergency calls answered	2,705	3243	
Total Admin calls answered	7,179	7394	
Number of Co-responding incidents	322	148	

THAMES VALLEY FIRE CONTROL SERVICE



REPORT TITLE:	FINANCE UPDATE
PRESENTED TO:	JOINT COMMITTEE
DATE OF MEETING:	18 TH SEPTEMBER 2017
OFFICER PRESENTING REPORT:	CONOR BYRNE

1. PURPOSE AND SUMMARY OF REPORT

- 1.1 To provide the 2017/18 budget monitoring position for TVFCS up until 31st August 2017.

2. RECOMMENDATIONS

- 2.1 That the Joint Committee **NOTE** the budget monitoring position for 2017/18 as shown in **Appendix A**.

3. BACKGROUND AND SUPPORTING INFORMATION

- 3.1 The budget for TVFCS for 2017/18 was set at the Joint Committee meeting in December 2016, totalling £2,123,210. A contingency allocation of £150,000 was also agreed.

4. BUDGET MONITORING POSITION 2017/18

- 4.1 The total costs incurred as at the end of August 2017 were £688,158 and the forecast outturn position is £2,042,269, an under spend for the year of £80,941. This figure does not include the contingency allocation available.
- 4.2 The major contributory factor to the under spend was employment costs. The size of the estimated under spend has also increased from previous reports due to factors that have developed as the year has progressed.
- 4.3 The new Group Manager is due to join the service at the end of September and the new Control Room Manager is already in post. The number of other new recruits due to join the service in September has reduced from five to four, with one candidate declining the offer of employment. This is

one of the in year factors that have contributed to the increased estimated under spend, as whilst plans for further recruitment are being developed there is an ongoing period of no costs being incurred.

- 4.4 The new recruits are required to cover a number of departures with exit dates now confirmed for two employees going on maternity leave and two employees leaving the organisation. Another employee due to return to the service from a career break in September has extended this into October.
- 4.5 Two members of staff have returned to the service in September from sick leave, although they are temporarily on restricted hours to manage their return to the workplace. This means that only one employee is currently on sick leave.
- 4.6 Elsewhere, small under spends are currently expected on training, recruitment and some technology budgets. These areas may be subject to variation though over the coming months as a clearer understanding of the pressures faced in 2017/18 materialises.
- 4.7 The finance team are currently completing a piece of work with the RBFRS IT department to gain a better understanding of the technology costs which will be incurred in 2017/18. The costs to date (£9,844) are very low compared to the annual budget (£272,771) so assurances over when the bills are going to be received are being sought. At present, no significant outturn variance is expected.
- 4.8 The Emergency Services Mobile Communications Project (ESMCP) was set up nationally to deliver an Emergency Services Network (ESN) for all emergency services. The Government are providing funding for the initial capital costs and for the running costs for the transition period. A national bid for funding was submitted to the Home Office, and RBFRS subsequently received £573k in June 2017. Nationally, it has since come to attention that there are some areas of cost that are not covered in the initial grant funding to FRSs. RBFRS placed a new submission to the ESMCP national project team on Friday 30th June requesting additional funding of £203k and is awaiting a response.

5. FINANCIAL, LEGAL, RISK MANAGEMENT, ENVIRONMENTAL AND EQUALITY IMPLICATIONS

- 5.1 There are no environmental or equality implications arising from the report.

6. COMPLIANCE WITH THE TVFCS PARTNERSHIP AGREEMENT

- 6.1 The report complies with the “Principles of Collaboration”.

7. CONTRIBUTION TO SERVICE AIMS

7.1 Under the Fire and Rescue Services Act 2004, it is a statutory duty for Fire and Rescue Services to make arrangements for dealing with calls for help and summoning personnel.

8. BACKGROUND PAPERS

8.1 None.

9. APPENDICES

9.1 Appendix A: TVFCS budget monitoring statement up until 31st August 2017.

Author: Ryan Maslen, Deputy Head of Finance, RBFRS

Date of Report: 7th September 2017

This page is left intentionally blank

Forward Plan

ITEM	NEXT REPORTING DATE	FEEDING FROM/TO	REPORTING FREQUENCY	RECOMMENDED ACTION	LEAD OFFICER	PART I / II
Fall Back Arrangements Report	December 2017			Note	Mat Carlile	Part 1
TVFCS Performance Report	December 2017			Note	Mark Gaskarth	Part 1
Budget Update Report	December 2017			Note	Conor Byrne	Part 1
TVFCS Performance Report	March 2018			Note	Mark Gaskarth	Part 1
Budget Update Report	March 2018			Note	Conor Byrne	Part 1

This page is left intentionally blank

THAMES VALLEY COLLABORATION MEETING



Thames Valley Collaboration Meeting

Monday 18th September 2017 at 3.30pm

**Meeting Room 3,
Oxfordshire Fire and Rescue Service Headquarters,
Sterling Road, Kidlington, Oxford, OX5 2DU**

AGENDA

	Item	Start time
1.	Apologies	
2.	Introductions	
3.	Declarations of Interest	
4.	Update from Chairman, Cabinet Member/PCC Meeting	Chairman
5.	Policing and Crime Act – Duty to Collaborate	G Britten
6.	Collaboration Scoping Report	DCC J Campbell
7.	Terms of Reference for Collaboration	G Britten
8.	Any Other Business	
	Date of Next Meeting: Monday 18th December 2017 Oxfordshire Fire and Rescue Service Headquarters, Sterling Road, Kidlington, Oxford, OX5 2DU	