

## AGENDA ITEM 1 MINUTES

**MINUTES OF A MEETING OF THE ROYAL BERKSHIRE FIRE AUTHORITY URGENCY COMMITTEE HELD AT BRIGADE HEADQUARTERS, DEE ROAD, TILEHURST, READING, BERKSHIRE ON MONDAY 1 MARCH 1999 COMMENCING AT 4.55PM AND CONCLUDED AT 5.10PM**

**Present: J C G Brooks (Chairman), J J Connolly, B J S Patman**

### 1.01/99 MINUTES

The Minutes of the meeting held on Wednesday 11 November 1998, having been previously circulated, were taken as read and signed by the Chairman as a correct record.

### 1.02/99 SINGLE TENDER ACTION FOR REPLACEMENT OF COMPUTER AIDED DRAWING SCHEME

The Urgency Committee's approval was sought (Agenda item 2 - not reproduced) to a single tender action for the purchase of a Computer Aided Drawing scheme, as a replacement for the existing scheme. An urgent decision was required because the existing system was technically redundant, consistently failing and there was inadequate provider support.

The estimated cost of purchasing the system was £9,865.00 and funding had been included in the Authority's 1999/2000 budget. The Brigade had identified that the new system would provide increased efficiency and reduced down time due to failures in the existing system. Purchased Officers were satisfied with the product, no payments would be made until after April 1999.

**RESOLVED:** That, on the grounds of urgency and in accordance with the Standing Orders Relating to Contracts single tender action be approved for the purchase of a SSI Computed Aided Drawing system as a replacement for the existing system in the sum of £9,865.00, subject to Brigade Officers being satisfied with the systems specification and performance demonstration.

### 1.03/99 OCCUPATIONAL HEALTH - PROVISION OF FORESTER HEALTH PHYSIOTHERAPY TREATMENT

The Urgency Committee's approval was sought (Agenda item 3 - not reproduced) to enhancing the Occupational Health provision to enable a faster return to fitness and

therefore the workplace of firefighters following injury. An urgent decision was required to enable the scheme to become operational as soon as possible.

At present a private insurance scheme was operated by the Authority but take up was extremely low. Forester Health was a Registered Charity providing a national scheme and had undertaken this type of service for the former Berkshire County Council. The service would enhance operational staffing as national coverage would enable treatment to be more accessible.

The estimated cost was £30 per session and it was suggested that a block booking in the sum of £6000 be made. This sum would realise approximately 200 sessions which was considered sufficient to provide cover for a 12 month period. Funding was available from within the 1998/99 Occupational Health budget.

**RESOLVED:** That, on the grounds of urgency and in accordance with the Standing Orders Relating to Contracts, the Chief Fire Officer be authorised to enter into an agreement with Forester Health for the provision of physiotherapy treatment in the sum of £6,000.

#### 1.04/99 EXCLUSION OF THE PUBLIC

**RESOLVED:** That, under Section 100(A)(4) of the Local Government Act 1972 (as amended), the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the paragraphs of Part I of the Schedule 12A of the said Act indicated:

Agenda Item	Paragraph
5 Part II Minutes: Wednesday 11 November 1998	1 & 11

*Note: The following is a summary of the matters dealt with in Part II of the Urgency Committee meeting held on Monday 1 March 1999.*

#### 1.05/99 PART II MINUTES: WEDNESDAY 11 NOVEMBER 1998

The Part II Minutes were approved as a correct record.

Signed.....  
Chairman

Date: 14 April 1999