

**AGENDA ITEM 2: MINUTES**

**MINUTES OF A MEETING OF THE ROYAL BERKSHIRE FIRE AUTHORITY'S URGENCY COMMITTEE HELD AT BRIGADE HEADQUARTERS ON MONDAY 14 OCTOBER 2002 COMMENCING AT 6.00PM AND CONCLUDED AT 6.43PM.**

**Present: J C G Brooks (Chairman), B J S Patman (Vice-Chairman)  
E L Glasson (Leader of the Labour Group)**

**4.01/02 MINUTES 6 AUGUST 2002**

The Part I Minutes of the last meeting held on Tuesday 6 August 2002, having been previously circulated, were taken as read and signed by the Chairman as a correct record.

**4.02/02 IMPLEMENTING ELECTRONIC GOVERNMENT STATEMENT**

The Urgency Committee's approval was sought (Agenda item 3 – not reproduced) to the proposed statement from the Authority in response to the Office of the Deputy Prime Minister's (ODPM) requirement. An urgent decision is required to enable the IEG Statement to be submitted to the ODPM by 31 October 2002.

Members were advised that with the belated introduction of BVPI 157 to Fire Services, the Authority has until 2005 to deliver 100% of e-compatible services. The Implementing Electronic Government statement provides the framework within which e-government processes will be delivered. A draft IEG statement was produced in June 2003 by a CACFOA Working Group. This Authority has already completed and returned it in draft form to the ODPM, who has yet to comment.

The IEG Statement is included in Section 6 of the IT and Communications Strategy document for 2003, a copy of which was presented as Appendix A (not reproduced). A second version of the CACFOA guidance has now been published, which contains some alterations, including the requirement to obtain approval at both Elected Member and Chief Fire Officer level. In approving the proposed Authority Statement as set out in paragraph 4 of the report (not reproduced) and supporting the overall document, it was suggested and agreed that as part of the IEG Strategy reference should be made in the text to "Members enablement on the provision of electronic services".

**RESOLVED: That, on the grounds of urgency, the IEG document, as amended, be approved and the Joint Chairman's and Chief Fire Officer's statement of support be endorsed.**



**4.03/02 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 Schedule 12A of the said Act indicated:

	<b>Agenda Item</b>	<b>Paragraph</b>
5	Fire Boat (Progress Report)	7 & 8
6	Possible Industrial Action – Deductions from Pay	1

*Note: The following is a summary of the items considered in the Part II Agenda of the Urgency Committee meeting held on Monday 14 October 2002.*

**4.04/02 FIRE BOAT (PROGRESS REPORT)**

The Urgency Committee confirmed acceptance of the Tender for the Fire Boat and gave approval to place an immediate order to secure delivery by mid-March 2003.

**4.05/02 POSSIBLE INDUSTRIAL ACTION – DEDUCTIONS FROM PAY**

The Urgency Committee approved an amendment to the Fire Authority’s policy for deductions of pay in the event of industrial action by uniformed staff to conform with the calculations contained in the Fire Brigades National Employers Circular.

  
Signed:.....  
Chairman

**Date: 4 November 2002**

