

BUCKINGHAMSHIRE AND MILTON KEYNES FIRE AUTHORITY
BUCKINGHAMSHIRE FIRE AND RESCUE SERVICE

Director of Legal & Governance, Graham Britten
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Chief Fire Officer and Chief Executive
Jason Thelwell

To: The Members of the Executive Committee

9 March 2015

Dear Councillor

Your attendance is requested at a meeting of the **EXECUTIVE COMMITTEE of the BUCKINGHAMSHIRE AND MILTON KEYNES FIRE AUTHORITY** to be held in Meeting Room 1, Fire and Rescue Headquarters, Stocklake, Aylesbury, Bucks, HP20 1BD on **WEDNESDAY 18 MARCH 2015 at 10.00 am** when the business set out overleaf will be transacted.

Yours faithfully

A handwritten signature in black ink, which appears to read 'Graham Britten', is positioned below the 'Yours faithfully' text.

Graham Britten
Director of Legal and Governance

Chairman: Councillor Busby
Councillors: Dransfield, Gomm, Lambert, Morris, Reed, Schofield and Webb



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EXECUTIVE COMMITTEE

TERMS OF REFERENCE

1. To make all decisions on behalf of the Authority, except in so far as reserved to the full Authority by law or by these Terms of Reference.
2. To assess performance of the Authority against agreed organisational targets.
3. To determine matters relating to pay and remuneration where required by collective agreements or legislation.
4. To select on behalf of the Authority—the Chief Fire Officer and Chief Executive, and deputy to the Chief Fire Officer and Chief Executive, or equivalent , taking advice from suitable advisers and to make recommendations to the Authority as to the terms of appointment or dismissal.
5. To consider and make decisions on behalf of the Authority in respect of the appointment of a statutory finance officer ; a statutory monitoring officer; and any post to be contracted to “Gold Book” terms and conditions in whole or in part taking advice from the Chief Fire Officer and suitable advisers.
6. To act as the Employers’ Side of a negotiating and consultation forum for all matters relating to the employment contracts of the Chief Fire Officer and Chief Executive, deputy to the Chief Fire Officer and Chief Executive, or equivalent; and where relevant, employees contracted to “Gold Book” terms and conditions in whole or in part.
7. To hear appeals if required to do so in accordance with the Authority’s Policies.
8. To determine any human resources issues arising from the Authority’s budget process and improvement programme.
9. To determine policies, codes or guidance:
 - (a) after considering recommendations from the Overview and Audit Committee in respect of:
 - (i) regulating working relationships between members and co-opted members of the Authority and the employees of the Authority; and
 - (ii) governing the conduct of employees of the Authority
 - (b) relating to grievance, disciplinary, conduct, capability, dismissals and appeals relating to employees contracted to “Gold Book” terms and conditions in whole or in part.
10. To form a Human Resources Sub-Committee as it deems appropriate.

AGENDA

Item No:

1. Apologies

2. Minutes

To approve, and the Chairman to sign as a correct record, the Minutes of the meeting of the Executive Committee held on 4 February 2015 **(Pages 5 - 8)**

3. Disclosure of Interests

Members to declare any disclosable pecuniary interests they may have in any matter being considered which are not entered onto the Authority's Register, and officers to disclose any interests they may have in any contract to be considered.

4. Questions

To receive questions in accordance with Standing Order S0A7.

5. Recommendations from Committees:

Overview and Audit Committee - 11 March 2015

(a) Corporate Risk Management Policy

"That the Committee recommend the Corporate Risk Management Policy set out at Annex A to the Executive Committee for approval".

The report considered by the Overview and Audit Committee is attached at Item 5(a) **(Pages 9 - 26)**

6. Budget Monitoring Performance and Debt Management April-December 2014

To consider Item 6 **(Pages 27 - 40)**

7. Treasury Management Performance 2014/15 - Quarter 3

To consider Item 7 **(Pages 41 - 48)**

8. Firefighters' Pension Scheme 2015: Proposed new governance arrangements

To consider Item 8 **(Pages 49 - 66)**

9. Designation of Chief Finance Officer

To consider Item 9 **(Pages 67 - 70)**

10. Strategic Asset Management Plan 2015-2025

To consider Item 10 **(Pages 71 - 88)**

11. Training Partnership Proposal

To consider Item 11 (**Pages 89 - 104**)

12. Insurance Arrangements from 2015/16

To consider Item 12 (**Pages 105 - 114**)

13. 2015-20 Corporate Plan

To consider Item 13 (**Pages 115 - 134**)

14. Exclusion of Public and Press

Recommendation:

To resolve that under Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972, the public be excluded from the meeting for the following agenda item on the grounds that it contains information relating to an individual; and Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 as it also contains information relating to the financial or business affairs of a person; and on these grounds it is considered the need to keep information exempt outweighs the public interest in disclosing the information, so that the meeting may consider the following matter:

Agenda Item 15 – Exempt Minutes

15. Exempt Minutes

To approve, and the Chairman to sign as a correct record the Exempt Minutes of the meeting of the Executive Committee held on 4 February 2015

16. Date of Next Meeting

To note that the next meeting of the Committee will be held on Wednesday 13 May 2015 at 10.00am.

If you have any enquiries about this agenda please contact: Katie Nellist (Democratic Services Officer) – Tel: (01296) 744633 email: knellist@bucksfire.gov.uk