



Chief Fire Officer and Chief Executive

Mark Jones

To: The Chairman and Members of Buckinghamshire
And Milton Keynes Fire Authority

9 December 2013

Dear Councillor

Your attendance is requested at a meeting of the **BUCKINGHAMSHIRE AND MILTON KEYNES FIRE AUTHORITY** to be held in Meeting Room 1, Fire and Rescue Headquarters, Stocklake, Aylesbury on **WEDNESDAY 18 DECEMBER 2013 at 11.00 am** when the business set out overleaf will be transacted.

Yours faithfully

Graham Britten
Director of Legal and Governance

Chairman:	Councillor Busby
Councillors	Bendyshe-Brown, Chilver, Dransfield, Edwards, Exon, Glover, Gomm, Huxley, Lambert, Mallen, Morris, Reed, Schofield, Vigor-Hedderly, Watson and Webb



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COMBINED FIRE AUTHORITY - TERMS OF REFERENCE

Matters reserved to the Authority include:

1. To appoint the Authority's Standing Committees and Lead Members.
2. To determine the following issues after considering recommendations from the Executive Committee, or in the case of 2(a) below, only, after considering recommendations from the Overview and Audit Committee:
 - (a) variations to Standing Orders and Financial Regulations;
 - (b) the medium-term financial plans including:
 - (i) the Revenue Budget;
 - (ii) the Capital Programme;
 - (iii) the level of borrowing under the Local Government Act 2003 in accordance with the Prudential Code produced by the Chartered Institute of Public Finance and Accountancy; and
 - (iv) Setting the Council Tax.
 - (c) a Precept and all decisions legally required to set a balanced budget each financial year;
 - (d) the Prudential Indicators in accordance with the Prudential Code;
 - (e) the Treasury Strategy;
 - (f) the Scheme of Members' Allowances;
 - (g) the Integrated Risk Management Plan and Action Plan;
 - (h) the Best Value Performance Plan.
3. To determine the Code of Conduct for Members on recommendation from the Standards Committee.
4. To determine all other matters reserved by law or otherwise, whether delegated to a committee or not.

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 Fire Authority held on 12 June 2013 Item 2 **(Pages 5 - 10)**

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. Chairman's Announcements

To receive the Chairman's announcements (if any).

5. Petitions

To receive petitions under Standing Order SOA6.

6. Questions

To receive questions in accordance with Standing Order SOA7.

7. Recommendations from Committees

Executive Committee - 20 November 2013

(a) Members' Scheme of Allowances

"That the Authority be recommended to accept the Scheme for Members' Allowances for 2014/15".

The report considered by the Executive Committee is attached at Item 7(a) **(Pages 11 - 24)**

(b) Medium Term Financial Plan (MTFP) 2014/15 - 2017/18.

"That that three council tax options to be considered at the next Fire Authority meeting would be:

- (i) Council tax freeze;
- (ii) 2% Council tax increase;
- (iii) 1% Council tax decrease".

An updated report, to that considered by the Executive Committee is attached at Item 7(b) **(Pages 25 - 34)**

8. Industrial Action, costs and considerations

To consider Item 8 (**Pages 35 - 40**)

9. Thames Valley Fire Control Service (TVFCS) Programme

To consider Item 9 (**Pages 41 - 48**)

10. Attendance Management Performance Improvements and Trends

To consider Item 10 (**Pages 49 - 66**)

11. Equality and Diversity Progress Report

To consider Item 11 (**Pages 67 - 78**)

12. Public Consultation - Pre-IRMP "Listening & Engagement" research

To consider Item 12 (**Pages 79 - 82**)

13. Annual Health and Safety Report 2012/13

To consider Item 13 (**Pages 83 - 112**)

14. The Firefighters Charity and its relevance to Buckinghamshire & Milton Keynes Fire Authority

To consider Item 14 (**Pages 113 - 120**)

15. Date of Next Meeting

To note that the next meeting of the Fire Authority will be held on Wednesday 19 February 2014 at 11.00am.

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