

**BUCKINGHAMSHIRE AND MILTON KEYNES FIRE AUTHORITY**  
**BUCKINGHAMSHIRE FIRE AND RESCUE SERVICE**

Director of Legal & Governance, Graham Britten  
Buckinghamshire Fire & Rescue Service  
Brigade HQ, Stocklake, Aylesbury, Bucks HP20 1BD  
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**Chief Fire Officer and Chief Executive**

Jason Thelwell

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

6 February 2016

**MEMBERS OF THE PRESS**  
**AND PUBLIC**

**Please note the content of**  
**Page 2 of this Agenda Pack**

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 15 FEBRUARY 2017 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 Brunning, Carroll, Clarke OBE, Exon, Glover, Gomm, Huxley, Lambert,  
Mallen, Marland, McDonald, Reed, Schofield, Teesdale, Watson and Wilson



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## **Recording of the Meeting**

The Authority supports the principles of openness and transparency. It allows filming, recording and taking photographs at its meetings that are open to the public. Requests to take photographs or undertake audio or visual recordings either by members of the public or by the media should wherever possible be made to [enquiries@bucksfire.gov.uk](mailto:enquiries@bucksfire.gov.uk) at least two working days before the meeting.

The Authority also allows the use of social networking websites and blogging to communicate with people about what is happening, as it happens.

## **Adjournment and Rights to Speak – Public**

The Authority may, when members of the public are present, adjourn a Meeting to hear the views of the public on a particular agenda item. The proposal to adjourn must be moved by a Member, seconded and agreed by a majority of the Members present and voting.

Prior to inviting the public to speak, the Chairman should advise that they:

- (a) raise their hands to indicate their wish to speak at the invitation of the Chairman,
- (b) speak for no more than four minutes,
- (c) should only speak once unless the Chairman agrees otherwise.

The Chairman should resume the Meeting as soon as possible, with the agreement of the other Members present.

Adjournments do not form part of the Meeting and should be confined to times when the views of the public need to be heard.

## **Rights to Speak - Members**

A Member of the constituent Councils who is not a Member of the Authority may attend Meetings of the Authority or its Committees to make a statement on behalf of the Member's constituents in the case of any item under discussion which directly affects the Member's division, with the prior consent of the Chairman of the Meeting which will not be unreasonably withheld. The Member's statement will not last longer than four minutes.

## **Petitions**

Any Member of the constituent Councils, a District Council, or Parish Council, falling within the Fire Authority area may Petition the Fire Authority.

The substance of a petition presented at a Meeting of the Authority shall be summarised, in not more than four minutes, by the Member of the Council who presents it. If the petition does not refer to a matter before the Authority it shall be referred without debate to the appropriate Committee.

## **Questions**

Members of the Authority, or its constituent councils, District, or Parish Councils may submit written questions prior to the Meeting to allow their full and proper consideration. Such questions shall be received by the Monitoring Officer to the Authority, *in writing or by fax*, at least two clear working days before the day of the Meeting of the Authority or the Committee.

## **COMBINED FIRE AUTHORITY - TERMS OF REFERENCE**

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
  - (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 Annual Report.
3. To determine the Code of Conduct for Members on recommendation from the Overview and Audit Committee.
4. To determine all other matters reserved by law or otherwise, whether delegated to a committee or not.
5. To determine the terms of appointment or dismissal of the Chief Fire Officer and Chief Executive, and deputy to the Chief Fire Officer and Chief Executive, or equivalent.
6. To approve the Authority's statutory pay policy statement.

## AGENDA

### Item No:

#### 1. Apologies

#### 2. Minutes

To approve, and sign as a correct record the Minutes of the meeting of the Fire Authority held on 14 December 2016 (Item 2) **(Pages 7 - 14)**

#### 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 – 8 February 2016

##### (a) Size of the Authority and its Code of Conduct Complaints Procedure

"That the Authority be recommended to resolve that":

1. "The Authority remains a size of 17 members".

**OR**

1. "With effect commencing 2017/18 the Authority be increased to a size of between **18** and **25** Members".

**OR**

1. "With effect commencing 2017/18 the Authority be reduced to a size of between **9** and **16** Members, and if fewer than **13** Members:
  - a. the Executive Committee not be constituted; and
  - b. the Overview and Audit Committee be constituted to comprise those Members who are not Lead Members together with **1** to **3** non-voting Co-opted Member(s)".
2. "In the event of recommendations 1(a) to (b) being approved, the Director of Legal and Governance be authorised to:
  - a. advertise for suitable appointable candidates to be co-opted

onto the Overview and Audit Committee and to agree a process for selection in consultation with the Chairman of the Overview and Audit Committee in advance of the Authority's 2017 AGM; and

- b. prepare any necessary amendments arising from the resolutions set out under 1(a) to (b) to the Authority's constitutional documents for approval at the Authority's 2017 AGM".
3. "The Procedure for the handling of allegations under the Code of Conduct for Councillors and Co-opted Members (**Annex C**) be adopted".
  4. "It be noted that the Policing and Crime Bill will require the Authority at a future meeting:
    - a. if a request is received from the Thames Valley Police and Crime Commissioner to attend, speak and vote at Authority meetings as if a Member of the Authority, to:
      - i. consider the request, and
      - ii. give reasons for their decision to agree to or refuse the request.
    - b. to revise its Code of Complaints Procedure if the Thames Valley Police Crime Commissioner were to become a Member of the Authority".
  5. "In the event of a change in size to the Authority being approved, the Director of Legal and Governance be authorised to write to the Chief Executives of Buckinghamshire County and Milton Keynes councils of the change in membership in order that that their councils can appoint councillors on the basis of the respective electorates as at 1 December 2016 according to the Office for National Statistics as published in February 2017."

The report considered by the Executive Committee is attached at Item 7(a) (**Pages 15 - 40**)

**(b) The Prudential Code, Prudential Indicators and Minimum Revenue Provision**

"That the Authority be recommended to approve the Prudential Indicators and the Minimum Revenue Provision policy Statement."

The report considered by the Executive Committee is attached at Item 7(b) (**Pages 41 - 50**)

**(c) Medium Term Financial Plan 2017/18 to 2019/20**

"That the Authority be recommended to note and have due regard to the report and Statement of the Chief Finance Officer (Section 8 of Annex A)."

"Approve a Council Tax precept of £60.88 for a band D equivalent property (a 1.98% increase from 2016/17 – equal to 2.3p per week) and the revenue budget as set out in Appendix 1."

"Approve the capital programme as set out in Appendix 2."

The report considered by the Executive Committee is attached at Item 7(c)

**(Pages 51 - 64)**

**The above recommendations are recommendations from officers to the Executive Committee, revisions, if any, will follow.**

**8. Treasury Management Strategy 2017/18**

To consider Item 8 **(Pages 65 - 78)**

**9. Pay Policy Principles and Statement 2017/18**

To consider Item 9 **(Pages 79 - 100)**

**10. District Councils' combined alternative submission of a 2 unitary model**

To consider Item 10 **(Pages 101 - 116)**

**11. Update on Sprinklers**

To consider Item 11 **(Pages 117 - 120)**

**12. Blue Light Hub Update**

Report to follow

**13. Date of Next Meeting**

To note that the next meeting of the Fire Authority will be held on Wednesday 7 June 2017 at 11am (AGM).

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