

**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  
Tel: 01296 744441



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**Chief Fire Officer and Chief Executive**

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To: Members of Buckinghamshire and Milton Keynes Fire Authority

3 October 2022

**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 at **BUCKINGHAMSHIRE COUNCIL, THE OCULUS, THE GATEWAY OFFICES, GATEHOUSE ROAD, AYLESBURY, BUCKS, HP19 8FF** on **WEDNESDAY 12 OCTOBER 2022 at 11.00 AM** when the business set out overleaf will be transacted.

Yours faithfully

Graham Britten  
Director of Legal and Governance

**Health and Safety:**

There will be limited facilities for members of the public to observe the meeting in person. A recording of the meeting will be available after the meeting.

Chairman: Councillor Rouse

Councillors: Adoh, Bagge, Carroll, Chapple OBE, Christensen, Darlington, Exon, Hall, Hopkins, Hussain, Lambert, Marland, McLean, Stuchbury, Waite, Walsh



**MAKING YOU SAFER**



## **To observe the meeting as a member of the Press and Public**

The Authority supports the principles of openness and transparency. To enable members of the press and public to see or hear the meeting this meeting will be recorded. Please visit:

<https://www.youtube.com/channel/UCWmIXPWAscxl3vIiv7bh1Q>

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 adjourn a Meeting to hear a member 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.

A request to speak on a specified agenda item should be submitted by email to [gbritten@bucksfire.gov.uk](mailto:gbritten@bucksfire.gov.uk) by 4pm on the Monday prior to the meeting. Please state if you would like the Director of Legal and Governance to read out the statement on your behalf, or if you would like to be sent a 'teams' meeting invitation to join the meeting at the specified agenda item.

If the meeting is then adjourned, prior to inviting a member of the public to speak, the Chairman should advise that they:

- (a) speak for no more than four minutes,
- (b) 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.

## **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. Such attendance will be facilitated if requests are made to [enquiries@bucksfire.gov.uk](mailto:enquiries@bucksfire.gov.uk) at least two clear working days before the meeting. Statements can be read out on behalf of the Member by the Director of Legal and Governance, or the Member may request a 'team's meeting invitation to join the meeting at the specified agenda item.

## **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 (as above). 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*, 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.
  - (i) the Capital Strategy
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. New Member of Authority and Appointment to Committee

To welcome the new Member from Buckinghamshire Council and to appoint to a Committee in accordance with the Group Leader's wishes.

To appoint Councillor Shade Adoh onto the Overview and Audit Committee.

#### 3. Minutes

To approve, and sign as a correct record the Minutes of the meeting of the Fire Authority held on 15 June 2022 (item 3) **(Pages 9 - 32)**

#### 4. (a) Matters Arising from the Previous Meeting

The Chairman to invite officers to provide verbal updates on any actions noted in the Minutes from the previous meeting.

#### (b) Chairman's and Vice-Chairman's responsibilities (Annual Meeting, 15 June 2022 Minute FA11)

To note the Chairman's role:

- To preside at meetings of the Authority
- To be the principal member spokesperson for the Authority
- To represent the Authority at civic and ceremonial functions
- To liaise with the Chief Fire Officer, statutory officers, senior officers, and Authority members on matters related to the governance and conduct of the Authority
- To support lead members and the Vice Chairman where needed in the carrying out of their responsibilities
- To provide leadership to the Authority, with the aim of securing political consensus wherever possible

(i) It is recommended that the Chairman's role be noted.

To note the Vice-Chairman's role:

- To fulfil the duties of the Chairman in the Chairman's absence
- To assist the Chairman in specific duties as and when required, including leading on the Authority's response to any Government proposals relevant to the responsibilities of the Authority, and any transitions or changes arising from such proposals.
- To lead on Climate Change
- To lead on the Authority's response to any matters relating to HMICFRS

(ii) It is recommended that the Vice-Chairman's role be noted.

## **5. 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.

## **6. Chairman's Announcements**

To receive the Chairman's announcements (if any) and a presentation of the Armed Forces Covenant Gold Award

## **7. Petitions**

To receive petitions under Standing Order SOA6.

## **8. Questions**

To receive questions in accordance with Standing Order SOA7.

## **9. Recommendations from Committees:**

### **Special Meeting of the Executive Committee – 7 October 2022**

#### **(a) Performance Management Q1 2022/23**

"That the Performance measures for 2022/23 are noted"

The report considered by the Executive Committee is attached at item 9(a) **(Pages 33 - 74)**

## **10. Summer Pressures**

To consider item 10 **(to follow)**

**11. 2020-2025 Corporate Plan: Year 3 Update**

To consider item 11 (**Pages 75 - 96**)

**12. Prevention Strategy 2022-2025**

To consider item 12 (**Pages 97 - 128**)

**13. Safety Centre Funding Agreement**

To consider item 13 (**Pages 129 - 166**)

**14. People Strategy 2020-2025 Year Two Update**

To consider item 14 (**Pages 167 - 204**)

**15. Exclusion of Public and Press**

To consider excluding the public and press representatives from the meeting by virtue of Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972, as the minutes contain information relating to any individual; and Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as the minutes contain information relating to the financial or business affairs of a person (including the Authority); and on these grounds it is considered the need to keep information exempt outweighs the public interest in disclosing the information.

**16. Exempt Minutes**

To approve, and sign as a correct record the Exempt Minutes of the meeting of the Fire Authority held on 15 June 2022 (item 16).

**17. Date of next meeting**

To note that the next meeting of the Fire Authority will be held on Wednesday 7 December 2022 at 11am.

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)



## **BUCKINGHAMSHIRE AND MILTON KEYNES FIRE AUTHORITY**

### **ROLE DESCRIPTION**

#### **LEAD MEMBERS**

1. To take a lead role in providing support and constructive challenge to senior officers in the development of strategies and plans and contributing towards the strategic direction of the Authority, within the Authority's overall policy objectives.
2. To act as a 'sounding board' for senior officers on issues within the portfolio, and be supportive in dealing with any problems at a strategic level.
3. To review, in conjunction with senior officers, the service within the portfolio.
4. To keep abreast of related developments and policies at national, regional and local level.
5. To take the lead in reporting to the Authority, one of its committees, or panels on issues within the portfolio.
6. To attend the Overview and Audit Committee, at its request, in connection with any issues associated with the portfolio which is the subject of scrutiny.
7. To act as a spokesperson for the Authority on issues within the portfolio.
8. To represent the Authority on bodies, at events and at conferences related to the portfolio, as appointed by the Executive Committee and to feedback to the Authority any issues of relevance / importance.

(Approved 8 June 2007)