

**Shropshire and Wrekin Fire Authority  
Meeting at The Civic Offices, Telford  
at 2.00 pm on Wednesday, 18 October 2006**

**AGENDA**

**Councillor David Lloyd**

Members will already be aware of the untimely death of Councillor David Lloyd. David served on the Fire Authority for many years and was involved in the work of the Human Resources Committee and the Integrated Risk Management Planning Members' Working Group. He always had the best interests of the Fire Authority and the Service, particularly its people, at heart and he will be sadly missed. Members are asked to observe a minute's silence as a mark of respect for him.

**1 Apologies for Absence**

**2 Declarations of Interest**

Members are reminded that they should declare any personal and/or prejudicial interests at this point and that they should leave the meeting before any item, in which they have a prejudicial interest, is discussed.

**3 Minutes**

To agree the non-exempt minutes of the Fire Authority Annual Meeting, held on 19 July 2006, and that they be signed by the Chair as a correct record. Attached marked **3. For decision.**

**4 Public Questions**

To receive any questions, statements or petitions, of which notice has been received, from members of the public.

**5 Review of Scheme of Delegation to Officers and Standing Orders**

This report refers to the amendments to the Scheme of Delegation to Officers and Standing Orders, which were agreed at, and stand adjourned from, the Annual Meeting of the Fire Authority. Attached marked **5. For information.**

**6 Member Champions**

This report requests Members to agree the Role Descriptions for its Member Champions and to note the proposed timetable for reports from those Members to be presented to the Fire Authority. Attached marked **6a. For decision.**

In addition the Member Champion for Resilience (Cllr Picken) will present his first report, attached marked **6b**, and the Member Champion for Information and Communications Technology (Cllr Box) will give his first presentation, to the Fire Authority.

**7 Audit and Performance Management Committee**

To receive and note the minutes of the meeting of the Audit and Performance Management Committee meeting, held on 7 September 2006. Attached marked **7. For information.**



## **8 Strategy and Resources Committee**

To receive the non-exempt minutes of the Strategy and Resources Committee meeting, held on 21 September 2006, attached marked **8**, and **agree the recommendations at items 7 and 8**. A copy of report 7 – Service and Budget Planning and report 8 – Revenue and Capital Monitoring 2006/07, which went to the Committee, are attached as appendices A and B respectively. **For decision.**

## **9 West Midlands Regional Management Board**

To receive the minutes of the West Midlands Regional Management Board (WMRMB) meeting, held on 5 June 2006, attached marked **9a**, and **agree the recommendations at items 14/06, 18/06, 20/06, 21/06 and 22/06**. **For decision.** These recommendations were noted at the Annual Meeting of the Authority in July but they are required to be agreed.

To receive the minutes of the WMRMB Annual Meeting, held on 28 July 2006 and attached marked **9b**, and **agree the recommendations at items 30/6, 33/06, 34/06 and 35/06**. Members are also requested to consider the recommendation at 31/06. **For decision.**

The individual reports relating to all of the above recommendations can be found on the WMRMB website at:

<http://www.wmrmb.co.uk/about-wmrmb/meetings/public/2006-06-05-wmrmb.htm>

If you require a hard copy of any of these documents, please contact Lynn Ince, Management Support Officer, at Brigade Headquarters on 01743 260225. A copy of the documents will also be made available to each Political Group at their briefings on 18 October.

**The Fire Authority is also requested to confirm the following substitute representatives on the WMRMB:**

Councillors Allen (Conservative), Box (Labour) and Mellings (Liberal Democrat).

## **10 Prudential Guidelines 2006/07**

This report informs the Fire Authority of progress against its agreed prudential guidelines for 2006/07. It also reports the actual prudential guideline figures for 2005/06. Attached marked **10**. **For decision.**

## **11 Annual Efficiency Statements**

This report informs the Authority of the latest requirements of the Department for Communities and Local Government for submitting efficiency statements and seeks approval for the Strategy and Resources Committee to agree the next submission. Attached marked **11**. **For decision.**

## **12 Road Traffic Collision Spending**

This report updates Members on progress made on the Road Safety Strategy since the last meeting of the Fire Authority. It also brings forward proposals for implementing further strands of the Strategy with immediate effect and discusses the impact that this will have on Service budgets. Attached marked **12**. **For decision.**

## **13 National Mutual Aid Protocol for Serious Incidents**

This report seeks the approval of Members of the Fire Authority for participation in a national mutual aid protocol aimed at ensuring the ready availability of fire and rescue service resources in the event of large scale emergencies, wherever they occur. Attached marked **13**. **For decision.**



## **14 Mutual Insurance**

This report outlines current developments in procuring insurance cover. It asks the Fire Authority whether it wishes to consider seeking further information on the current proposal to establish a "Guaranteed Indemnity Mutual" (GIM). Attached marked **14. For decision.**

## **15 Regional Fire Controls Update**

The deadline of 1 January 2007 for setting up the Regional Control Centre is now very close. The Fire Authority has recently received the finalised Memorandum of Association and other legal documents for the Company. In order that Members will be well informed about the legal implications of setting up the company a half-day seminar will be arranged in the near future. Legal advice and current information will be discussed at this seminar and a way forward for the Authority proposed. Outcomes from the seminar will then be reported to the December meeting of the Authority. **For information.**

## **16 FireBuy and the Integrated Clothing Project**

This report updates the Fire Authority on the current position with FireBuy Ltd. and the Integrated Clothing Project. Attached marked **16. For information.**

## **17 Retained Review Implementation Progress**

This report informs Members of the progress of the Retained Review Implementation Project. Attached marked **17. For information.** In addition two of the recently appointed Retained Support Officers will give a presentation on their work.

## **18 Fire and Rescue Service Performance Framework 2006/07 - Overview**

This report provides Members with a summary overview of the Fire and Rescue Performance Framework 2006/07, introduced by the Audit Commission. Attached marked **18. For Information.**

## **19 Quality of Service Survey After the Incident Survey 2005/06**

This report presents to Members the actions being taken by officers, following publication of the above report, previously presented to the Audit and Performance Management Committee. Attached marked **19. For information.**

## **20 Integrated Risk Management Planning**

The Chief Fire Officer will provide a verbal update on the latest developments in the Fire Authority's Integrated Risk Management Planning. **For information.**

## **21 Fire Conference 2006 Telford**

In accordance with a decision made by the Fire Authority (at its Annual Meeting in July 2005) the Chair and Chief Fire Officer will attend this Conference. Although it was originally intended that there would be an exhibition running alongside the Conference, this will not now take place, as the exhibition organisers have withdrawn. There are, however, a number of two-hour workshops, including one covering retained issues, which the Retained Support Officers will attend. As these are taking place locally, Members may also wish to participate. **For information.**

## **22 Local Government Act 1972**

To consider a resolution under section 100A(4) of the Local Government Act 1972 that the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information, as defined by the provisions of Part I of Schedule 12A to the Act, by virtue of the paragraphs specified against them.



**23 Exempt Minutes (Paragraphs 1, 2, 3 and 4)**

To agree the exempt minutes of the Fire Authority Annual Meeting, held on 19 July 2006, and that they be signed by the Chair as a correct record. Attached marked **23. For decision.**

**24 Strategy and Resources Committee (Paragraphs 3 and 4)**

To receive the exempt minutes of the Strategy and Resources Committee meeting, held on 21 September 2006. Attached marked **24. For information.**

**25 Civil Contingencies Act 2004(Paragraph 7)**

This report updates Members on compliance with the requirements of the Civil Contingencies Act 2004. Attached marked **25. For decision.**

**26 Phasing Out of Long Service Increment (Paragraph 4)**

To seek the opinion of Shropshire and Wrekin Fire Authority in response to the request made by the Fire Brigades Union in their letter of 9 September 2006 that Shropshire and Wrekin Fire Authority continues to pay the Long Service Increment to qualifying staff at the full rate, rather than phasing it out in accordance with the 2003 national pay agreement until arrangements for Continuing Professional Development payments are introduced. Attached marked **26. For decision.**

**Definitions of Exempt Information  
Local Government Act 1972 – Schedule 12A**

**Part 1**

**Descriptions of Exempt Information: England**

**Paragraph 1** Information relating to any individual

**Paragraph 2** Information which is likely to reveal the identity of an individual

**Paragraph 3** Information relating to the financial or business affairs of any particular person (including the authority holding the information)

**Paragraph 4** Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.

**Paragraph 5** Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

**Paragraph 6** Information which reveals that the authority proposes:

- (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
- (b) to make an order or direction under any enactment.

**Paragraph 7** Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

