

# ESSEX FIRE AUTHORITY

## Essex County Fire & Rescue Service



### ESSEX FIRE AUTHORITY MINUTES OF THE MEETING OF THE AUTHORITY HELD ON WEDNESDAY 10 SEPTEMBER 2008 AT 10:00 HOURS

#### Present:

Councillor B Archibald	Councillor D W Morris
Councillor S Barker	Councillor R Pearson
Councillor K Bobbin	Councillor J Reeves
Councillor L J Double	Councillor C Riley
Councillor C W Finn	Councillor J Roberts
Councillor I Harrison	Councillor T C Smith-Hughes
Councillor A M Hedley	Councillor J Spencer
Councillor A E Holland	Councillor E Webster
Councillor M Howard	Councillor P Wexham
Councillor E Johnson	Councillor D White
Councillor L Lee	Councillor J Young
Councillor S MacPherson	

#### 54. WELCOME

The Chairman welcomed Councillor E Johnson to the Authority.

#### 55. APOLOGIES FOR ABSENCE AND SUBSTITUTION NOTICES

Apologies for absence were received from Councillors Gale, Howard and White. Councillors Barker and Finn arrived at items 62 and 66 respectively

#### 56. DECLARATIONS OF INTEREST

There were no declarations of interest made by Members in respect of items included on the agenda.

Councillor Bobbin subsequently declared a personal interest in item 62 Essex Fire Museum – An Update to Members; Councillor Bobbin advised he was Chair of Essex Museums. Councillor Bobbin also declared a personal interest in item 68 Report on Outcomes of Youth Intervention Programmes, Councillor Bobbin advised he was related to a participant of the Youth Scheme.

#### 57. MINUTES

The Authority received the minutes of the meeting held on 11 June 2008.

#### Resolved:

That the minutes be confirmed as a correct record and signed by the Chairman.

## **58. POLICY & STRATEGY COMMITTEE – MINUTES OF THE MEETING HELD ON 25 JUNE 2008**

The minutes of the meeting of the Policy & Strategy Committee held on 25 June 2008 were received.

## **59. CHALLENGE & INNOVATION COMMITTEE – MINUTES OF THE MEETING HELD ON 25 JUNE 2008**

The minutes of the meeting of the Challenge & Innovation Committee held on 25 June 2008 were received.

## **60. AUDIT & REVIEW COMMITTEE – MINUTES OF THE MEETING HELD ON 9 JULY 2008**

The minutes of the meeting of the Audit & Review Committee held on 9 July 2008 were received.

## **61. MEMBERSHIP**

Chief Fire Officer's report EFA/097/08 advised that the replacement of Councillor Walsh on the Authority by Councillor Johnson necessitated an update to the membership of committees.

### **Resolved:**

That Members:

1. Noted the change in membership of the Fire Authority.
2. Appointed Councillor Harrison to the Policy & Strategy Committee.
3. Appointed Councillor Walters to the Grievance, Discipline and Remuneration Group for Principal Officers.
4. Appointed Councillor Barker as Community Command Liaison Member for the Uttlesford & Braintree Community Command.
5. Appointed Councillor Holland as Lead Member – Environment
6. Appointed Councillor Johnson as representative to the Essex Pension Fund Board.
7. Noted that the Constitution Book would be revised to reflect the changes

## **62. ESSEX FIRE MUSEUM – AN UPDATE TO MEMBERS**

Members discussed governance options for the Essex Fire Museum contained in report EFA/098/08 by the Chief Fire Officer. It was agreed that Essex Fire Museum would be encapsulated within the existing Essex Fire Education & Community Training Trust with a view to exploring the potential to create a charity company managed by the Trust.

### **Resolved:**

That Members:

1. Noted the current status and role of the Essex Fire Museum.
2. Considered the options for the future governance of the Essex Fire Museum and approve the proposed approach.
3. Gave support for option 2 (the proposed option), contained in report EFA/098/08 for future managerial arrangements.
4. Noted the intended approach regarding ownership of objects and artefacts within the Museum.

### **63. CORPORATE BUSINESS CONTINUITY PLAN**

Chief Fire Officer's report EFA/099/08 explained the raison d'être for business continuity within ECFRS, and how it would be used, and ongoing management arrangements.

Members were advised that the Business Continuity Plan was a 'living' document, and would be presented to the Authority at least once a year. Members were also aware that the Plan would be subject to annual assessment by the Audit Commission.

#### **Resolved:**

That Members endorsed the guidance.

### **64. REVIEW OF THE CORPORATE RISK REGISTER**

Chief Fire Officer's report EFA/100/08 presented the Corporate Risk Register reflecting outcomes of the recent review process undertaken in Service. The Authority noted that the register identified risks at a strategic level; Members were advised that detail of any risk areas could be drilled down and made available.

#### **Resolved:**

That Members:

1. Noted the changes made within the register
2. Approved the content of the register

### **65. JOINT STANDARDS COMMITTEE**

The Clerk & Monitoring Officer's report EFA/101/08 updated Members with regard to progress in establishing the Joint Standards Committee with Essex County Council.

#### **Resolved:**

That Members noted the contents of the report.

### **66. HEALTH & SAFETY ANNUAL REPORT**

Chief Fire Officer's report EFA/102/08 provided the Authority with an update on the Service's health & safety plans and performance. The Authority was pleased to note the department's partnership working with the representative bodies. Members also noted the downward trend in the injury incident rate.

Councillor Pearson, Lead Member Health & Safety advised that that the Health & Safety department was well organised and the move to electronic reporting had been successful.

#### **Resolved:**

That Members:

1. Noted the continuing high performance of the Service in terms of safe working.
2. Gave their support for the efforts of the Service's Health & Safety team.

## **67. OPERATIONAL INCIDENTS REPORT APRIL – JUNE 2008**

Chief Fire Officer's report EFA/103/08 provided Members with information on the number and type of operational incidents that the Service attended from April to June 2008.

The Authority was interested to see and understand the complexity of incidents. Members referred to the rise in chimney fires during the first quarter of the year; it was acknowledged that the rising cost of electricity and gas could have motivated householders to reinstate coal and wood burning for heat.

Members discussed an efficiency scoring system for firefighting. The Chief Fire Officer confirmed that it was possible to score costs and the environmental impact of fire aggregated by type, and incident data was continually analysed; the Service always sought systems to bring about efficiency savings.

## **68. REPORT ON OUTCOMES OF YOUTH INTERVENTION PROGRAMMES**

Members received Chief Fire Officer's report EFA/104/08 which detailed some of the analysed results of the previous two year's youth intervention schemes that were led by the Service.

The Authority was of the view that Youth Schemes were a success story and was proud of what had been achieved over the years; funding should be a priority. Members would continue to promote the schemes in the company of partner agencies to increase support for funding contributions.

It was agreed that Local Area Agreement funding and specifically bids for the Reward Grant would be discussed at the next meeting.

### **Resolved:**

That Members:

1. Noted the content of the paper.
2. Gave their continued support for the very productive activities referred to in the report.

## **69. REGIONAL MANAGEMENT BOARD – MINUTES OF THE MEETING HELD ON 18 JUNE 2008**

The minutes of the meeting of the Regional Management Board held on 18 June 2008 were received.

## **70. REPORT TO CONSTITUENT AUTHORITIES**

That the following items comprise the report to the Constituent Authorities:

- 1 Operational Incidents Report April – June 2008
- 2 Report on Outcomes of Youth Intervention Programmes

The meeting closed at 11:55 hours

Signed .....

Chairman, 10 December 2008

DRAFT