



BEDFORDSHIRE FIRE AND RESCUE AUTHORITY

Members of Executive Committee.

Bedford Borough Councillors: M Headley

Central Bedfordshire Councillors: J Chatterley and D McVicar

Luton Borough Councillors: K Choudhry and Y Waheed

A meeting of **Executive Committee** will be held at **Conference Room, Fire and Rescue Service Headquarters, Kempston, Bedford MK42 7NR** with the option to join via MS teams [Click here to join the meeting](#) on **Thursday, 26 May 2022** starting at **10.00 am**.

John Atkinson
Monitoring Officer

AGENDA

Item	Subject	Lead	Purpose of Discussion
1.	Apologies	Monitoring Officer	
2.	Declaration of Disclosable Pecuniary and Other Interests	Chair	Members are requested to disclose the existence and nature of any disclosable pecuniary interest and any other interests as required by the Fire Authority's Code of Conduct (see note below)
3.	Communications	Chair	

Item	Subject	Lead	Purpose of Discussion
4.	Minutes	Chair	To confirm the Minutes of the meeting held on 18 March 2022 (Pages 5 - 12)
5.	Public Participation	Chair	To receive any questions put to the Authority under the Public Participation Scheme
6.	Resourcing Options for the role of Monitoring Officer - review update	CFO/ACO	To consider a report (Pages 13 - 16)
7.	Independent Review of Governance	CFO	To consider a report (Pages 17 - 22)
8.	Disposal of Assets under the Scheme of Delegated Authority	CFO	To consider a report (Pages 23 - 28)
9.	Work Programme	CFO	To consider a report (Pages 29 - 34)

Local Government Act 1972: Schedule 12A (as amended) - Exclusion of the Public

Chair

To consider whether to pass a resolution under Section 100 (A) of the Local Government Act 1972 to exclude the public from the remainder of the meeting on the grounds that consideration of the following items of business is likely to involve the disclosure of exempt information as defined in Paragraphs 3, 4 and 5 of Part 1 of Schedule 12A to the Act as amended.

Item	Subject	Lead	Purpose of Discussion
10.	Immediate Detriment	ACFO	To consider a report (Pages 35 - 46)
11.	Targeted Use of Abatement Policy	ACFO	To consider a report (Pages 47 - 54)
	Next Meeting	10.00 am on 22 June 2022 at Conference Room, Fire and Rescue Service Headquarters, Kempston, Bedford MK42 7NR / MS teams	

Item

Subject

Lead

Purpose of Discussion

DECLARATIONS OF INTEREST

From 1 July 2012 new regulations were introduced on Disclosable Pecuniary Interests (DPIs). The interests are set out in the Schedule to the Code of Conduct adopted by the Fire Authority on 28 June 2012. Members are statutorily required to notify the Monitoring Officer (MO) of any such interest which they, or a spouse or civil partner or a person they live with as such, have where they know of the interest.

A Member must make a verbal declaration of the existence and nature of any Disclosable Pecuniary Interest and any other interest as defined in paragraph 7 of the Fire Authority's Code of Conduct at any meeting of the Fire Authority, a Committee (or Sub-Committee) at which the Member is present and, in the case of a DPI, withdraw from participating in the meeting where an item of business which affects or relates to the subject matter of that interest is under consideration, at or before the consideration of the item of business or as soon as the interest becomes apparent.

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**MINUTES OF THE EXECUTIVE COMMITTEE OF BEDFORDSHIRE FIRE AND RESCUE AUTHORITY
HELD ON 18 MARCH 2022 AT 10AM**

Present: Councillors J Chatterley (Chair), M Headley, and D McVicar
CFO A Hopkinson, ACFO A Kibblewhite and Mr J Atkinson
Councillors Y Waheed and C Atkins were present via MS Teams

21-22/EC/42 Apologies

42.1 Apologies for absence were received from Councillor K Choudhury, DCFO C Bigland and ACO G Chambers.

21-22/EC/43 Declaration of Disclosable Pecuniary and Other Interests

43.1 There were no declarations of interests.

21-22/EC/44 Communications

- 44.1 The Chair reported that he had received a letter from Andrew Selous MP following his request regarding the White Paper which was due to be published imminently.
- 44.2 The Chair provided an update regarding the LGA Fire Conference that he and the Chief Fire Officer (CFO) attended on the 15/16 March which included an address by the Fire Minister, Lord Greenhalgh, along with a number of other speakers and also included workshops on a range of topics.
- 44.3 A Member referred to the long service and good conduct awards which were given to those members of staff in recognition of their continued long service with 30-40 years of service as from 11 March 2022. The CFO advised that the Annual Service Awards had provisionally been scheduled to take place on 9 June 2022, and that correspondence to 'save the date' were to be issued shortly. As with last year, it is intended to host the Long Service Awards as a separate event later in the year.

21-22/EC/45 Minutes

RESOLVED:

That the notes of the informal meeting held on 20 January 2022 be confirmed as a true record.

21-22/EC/46 Public Participation

46.1 Members noted that no questions had been received in accordance with the public participation scheme approved at the meeting of the Fire and Rescue Authority held on 5 April 2000 (Minute 99/fa/94 refers).

21-22/EC/47 Outcome of the Monitoring Officer's review of the Scheme of Delegation

47.1 The Secretary and Monitoring Officer introduced his report on the review of the Scheme of Delegation that he had undertaken following the request of the Committee at its meeting on 7 October 2021. A briefing had been held on 10 February 2022 whereby the process and changes had been considered and reflected in the draft Scheme of Delegation as presented.

47.2 The Secretary and Monitoring Officer specifically referred to paragraph 1.4 of the draft Scheme of Delegation which showed a substantive list of decisions regarding corporate policies which were reserved to the Authority.

47.3 The Executive considered the draft Scheme of Delegation and requested that the following items also be included in paragraph 1.4:

- > Budget/Medium Term Financial Strategy;
- > Treasury Management;
- > Asset Strategy/Plans; and
- > Decision on changes to the location of fire stations.

47.4 The CFO reassured Members that any proposals involving changes to the Authority's Estate assets including the closure, relocation or creation of new fire stations would be presented to the Authority in the first instance, followed by a public consultation.

47.5 In response to a comment seeking reassurance that other matters such as amending the location and number of fire appliances would also be included in the Community Risk Management Plan (CRMP), the Secretary and Monitoring Officer referred to paragraph 1.5 of the draft scheme which encouraged the CFO to consult the Authority on controversial or sensitive matters.

47.6 In relation to the appointment of Senior Officers, the Secretary and Monitoring Officer referred to paragraph 2.21 of the Scheme of Delegation which stated that the CFO had delegated authority to determine the management structure of the service below the level of Principal Officer. Any appointments required at a higher level had been delegated to the Authority's Executive Committee.

- 47.7 The CFO commented that under the guidance of the Chairman, he had liaised with the LGA in terms of what they could offer in terms of a wider, independent review of the Authority's governance arrangements, which would be conducted through the lens of the forthcoming White Paper on reforming the fire service and would involve Member Peers from a comparable Authority.
- 47.8 The Executive was requested to consider whether it wanted to adopt the draft Scheme of Delegation as amended in the interim and continue to engage with the LGA regarding a wider review, or whether Members had some alternative ideas that they may wish to explore.
- 47.9 The Chair advised that at the recent LGA Conference, governance had been a significant topic of discussion, whereby a number of authorities were looking to review their governance processes. The Scheme of Delegation would need to be reviewed again after the White Paper had been published, especially as the current document had been in place for ten years.
- 47.10 The Chair suggested that a question and answer session could be held in order to determine whether the governance structure currently in place was sufficient moving forward. The CFO concurred and suggested that the matter could be considered at the next meeting of the Executive FRA.
- 47.11 The Chair advised that he would liaise with the Authority's statutory officers (CFO, Secretary and Monitoring Officer and s151 Officer) to scope out the options discussion with the Executive regarding a potential peer review of the Authority's governance arrangements.

RESOLVED:

1. That the Fire and Rescue Authority be recommended to adopt the revised scheme of delegation included as the Appendix to the report, subject to the following items being included at Paragraph 1.4:
 - Budget and Medium Term Financial Strategy;
 - Treasury Management Strategy;
 - Asset Management Strategy/Plans; and
 - Decision on the closure and/or relocation of fire stations.
2. That Members receive a briefing when the White Paper is published.
3. That the Chair liaises with the Authority's statutory officers (CFO, Secretary and Monitoring Officer and s151 Officer) to scope out the discussion with the Executive regarding options for a potential peer review of the Authority's governance arrangements.

21-22/EC/48 Review of Member attendance at FRA meetings

- 48.1 The Chair welcomed Councillor Atkins as she had been invited to attend this meeting as Chair of the Audit and Standards Committee.

- 48.2 The Committee received a report requesting that it consider whether some of its meetings should continue to be held virtually or on a hybrid basis now that all COVID-19 restrictions had been removed.
- 48.3 The Chair reported that there had been no movement from Government regarding any legislative changes as to whether meetings should be held in public or with dual functions.
- 48.4 The Secretary and Monitoring Officer quoted the Secretary of State for Housing, Communities and Local Government as being broadly supportive of hybrid meetings, whilst recognising that some decision-making meetings required to be held in public and in person. He also referred to quorums being a matter of concern for meetings of the Executive should Members wish to continue using a hybrid option.
- 48.5 The Chair of the Audit and Standards Committee advised that the Audit and Standards Committee had met virtually for the last year and that this arrangement had been particularly successful in allowing everyone to attend. Key personnel who contributed to meetings had been able to attend meetings even if they had had other pressing issues to attend to (i.e. a funeral or carer roles). Having in-person meetings would have meant that these personnel and their valuable contributions would have been missing. Any decisions required to be taken by the Committee had been submitted to the FRA for ratification which had also worked well.
- 48.6 The Chair expressed concerns that the relevant legislation currently stated that Members can only vote during a meeting if they were present in person, which could possibly affect the outcome of a decision. Should a meeting have full membership and be required to be held in person, the outcome may well be different to a meeting held virtually whereby only the Members who were present in person, not in attendance virtually, would be able to vote.
- 48.7 The Secretary and Monitoring Officer commented that virtual meetings had worked well in the last year, however there had been some issues regarding the quorum. The Audit and Standards Committee continued to meet informally and virtually with any decisions being forwarded to the next meeting of the FRA for ratification. Virtual meetings had, and continued to work well for the Audit and Standards Committee particularly as there was no need for them to meet in person to carry out their roles.
- 48.8 The Scheme of Members' Allowances was based on attendances made each year, therefore there may be a need to review allowances to ensure that the Scheme also reflected virtual attendances at meetings. The Secretary and Monitoring Officer advised that he would consider this matter further and report back to the Committee.
- 48.9 The Chair of the Audit and Standards Committee also referred to the example of bad weather or Members being required to travel long distances to attend meetings, whereby the facility of a hybrid meeting should be in place in order to enable Members and Officers to attend virtually if required.

48.10 The Chair proposed the following recommendation:

<u>Committee</u>	<u>Meeting Arrangements</u>
Audit and Standards	To continue as hybrid meetings, and to be kept under review.
Executive and FRA	Members are requested to attend in person whenever possible. Should Members be unable to attend a meeting in person, for a valid reason, a hybrid option would be made available. However, this would be on the understanding that Members attending the meeting virtually would be unable to vote. All Members should be encouraged to attend meetings in person in terms of allowances.

48.11 The Secretary and Monitoring Officer emphasised that all meetings must observe provisions of the Local Government 1972. Subject to that, the Executive was sympathetic to Members attending meetings remotely, whilst recognising that they would not be able to vote.

RESOLVED:

1. That the Secretary and Monitoring Officer considers whether the Scheme of Members' Allowances needs to be reviewed to ensure that it reflects virtual attendances at meetings, and report back to the Committee.
2. That the following arrangements for meetings of the FRA be approved:
- 3.

<u>Committee</u>	<u>Meeting Arrangements</u>
Audit and Standards	To continue as hybrid meetings, and to be kept under review.
Executive and FRA	Members are requested to attend in person whenever possible. Should Members be unable to attend a meeting in person, for a valid reason, a hybrid option would be made available. However, this would be on the understanding that Members attending the meeting virtually will not be able to vote. All Members should be encouraged to attend meetings in person in terms of allowances.

21-22/EC/49 Work Programme

49.1 The Executive received its updated work programme.

49.2 The following items were to be added to the Committee's Work Programme for 2022/2023:

- > Scoping of an independent review of governance;
- > White Paper update;

- > Immediate Detriment Framework update;
- > CFO Objective Setting – review;
- > 2023/2027 Strategic Planning and Timeline;
- > Review of Portfolio Holder leads; and
- > Member Development Programme.

49.3 The Committee also requested an update regarding the material effects within the budget and impacts on services, including vehicle and fleet implications.

RESOLVED:

1. That the Work Programme be received and the cyclical agenda items be noted.
2. That the Work Programme be updated to include the suggested items listed above.

21-22/EC/50 Retirement of Monitoring Officer

- 50.1 The Chair reported that the Secretary and Monitoring Officer had tendered his resignation and would be leaving his position at the end of June 2022.
- 50.2 The Chair also advised that in terms of expenditure, a significant amount of funds had been spent on legal fees, therefore a review of the Secretary and Monitoring Officer role and their level of expertise could be undertaken.
- 50.3 The CFO wished to record his thanks to the Secretary and Monitoring Officer for all of his support to him personally and to the Authority. He also advised that he would submit an options appraisal report for the Executive to consider at their next meeting.
- 50.4 The Chair also wished to record his thanks to the Secretary and Monitoring Officer who had been a significant help to him over the last couple of years which had been greatly appreciated.

RESOLVED:

1. That the update be received.
2. That the CFO submits an options appraisal report to the next meeting of the Executive regarding a review of the Secretary and Monitoring Officer's role moving forward.

Local Government Act 1972, Schedule 12A, Paragraphs 1, 4 and 5 of Part 1: Exclusion of the Public

RESOLVED:

That, pursuant to Sections 100A(2) and 100A(4) of the Local Government Act 1972, the public be excluded from the discussion of the following items on the grounds that the matters to be discussed involve the likely disclosure of exempt information as defined in Paragraphs 1, 4 and 5 of Part 1 of Schedule 12A to the Act (as amended):

Item

51. Abatement Issue
52. Succession Planning (Operational Staff)

The meeting ended at 12.02 pm

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For Publication

Bedfordshire Fire and Rescue Authority
Executive Committee
26 May 2022

REPORT AUTHOR: CHIEF FIRE OFFICER

SUBJECT: UPDATE ON RESOURCING OPTIONS FOR A NEW MONITORING OFFICER

For further information on this report contact: Steve Frank
Head of Strategic Support and Assurance
Tel No: 07876 144846

Background Papers: FRA Executive paper on Resourcing Options for A Monitoring Officer dated 20 April 2022

PURPOSE:

The purpose of this report is to present Members of the Fire & Rescue Authority (FRA) Executive Committee with information on progress with replacing our Monitoring Officer.

RECOMMENDATION:

That Members acknowledge the content of this paper and discuss the proposals and next steps.

1. Summary

- 1.1 The FRA Executive on the 26th May will be a discussion led by LLG to continue their review of the role.
- 1.2 The LLG are taking an inclusive approach with Members and are making clear and steady progress with resourcing options for a new monitoring officer.
- 1.3 The review of the role and status of the Monitoring Officer complements the wider review of governance as set out in Agenda Item 7 of this Executive meeting.

2. Background

- 2.1 The recent announcement of the current Monitoring Officer (MO) to step down from the role after the next Annual General Meeting (AGM) in June 2022, provides Members with an opportunity to consider options on how best to review current and future needs and the best approach to adopt in recruiting a new MO.
- 2.2 At the last Executive meeting held on the 20 April 2022, the FRA Executive agreed to the Chief Fire Officer's recommendation to approach the Lawyers in Local Government (LLG) organisation to seek their advice on options for recruiting a new Monitoring Officer.

3. A Reminder of the Current Role of the Monitoring Officer

- 3.1 This is a statutory role which is detailed in Section 5 of the Local Government and Housing Act 1989 and the Localism Act 2011. The main three responsibilities are:
 - i. To report on matters they believe to be illegal or amount to maladministration;
 - ii. To be responsible for matters relating to the conduct of Members and officers; and
 - iii. To be responsible for the operation of the constitution.
- 3.2 Currently at Bedfordshire Fire and Rescue Service (BFRS), the Monitoring Officer role is delivered on a part time basis equating to approximately 30 days per year and receives a salary based on 10% of the Assistant Chief Officer post. The

focus of activity is on advising and supporting the Fire and Rescue Authority (FRA) including acting as the solicitor to the FRA.

4. Current Position

4.1 The current Monitoring Officer has advised he is willing to stay on beyond the end of June whilst his successor is recruited.

4.2 The LLG has already met with Members in small groups, and the CFO, ACO. Current Monitoring Officer and Service Assurance Manager. The LLG will share their emerging thoughts but will not be presenting firm proposals.

4.3 The LLG will lead a group discussion to discuss their work so far and to inform the final options report for 22 June when Members will be asked to make a decision.

5. Next Steps

5.1 Under the guidance of the FRA Chair, the Chief Fire Officer will progress the review and recruitment to the MO role.

5.2 LLG will use the feedback from discussions to inform a paper to be presented to the FRA Executive on 22nd June. Only then will Members be asked to make a decision.

5.3 The review of the role and status of the Monitoring Officer complements the wider review of governance as set out in Agenda Item 7 of this Executive meeting.

6. Recommendation

6.1 That Members acknowledge the content of this paper and discuss the proposals and next steps.

**ANDREW HOPKINSON
CHIEF FIRE OFFICER**

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For Publication

Bedfordshire Fire and Rescue Authority
Executive Committee
26 May 2022

REPORT AUTHOR: ASSISTANT CHIEF OFFICER

SUBJECT: INDEPENDENT REVIEW OF GOVERNANCE

For further information on this report contact: Steve Frank
Head of Strategic Support and Assurance
Tel No: 07876 144846

Background Papers: See previous review of Fire and Rescue Authority effectiveness bedsfire/AnnualReviewsofFRAEffectiveness

PURPOSE:

The purpose of this report is to present members of the Fire & Rescue Authority (FRA) with options for an independent review of governance.

RECOMMENDATION:

Members discuss the contents of this report and advise on their preferred approach. Members are invited to comment on and make suggestions for scoping methodology and review questions.

1 Summary

- 1.1 The three options presented in this paper give sufficient scope for Members to shape the review. We have had a number of conversations with the Local Government Association (LGA) and as a result is the most developed option (option 2 in this paper). The scoping questions could equally be suitable for options 1 and/or 3.

2 Background

- 2.1 The Fire Authority publishes an annual Review of its Effectiveness together with a Record of Members' Attendance. Reviews of Effectiveness and their associated Action Plans are included in the Annual Governance Statement, which forms part of the Statement of Accounts.
- 2.2 In 2019/20 Members decided that the annual review process was not required for that year and that the exercise would be completed again following a Governance review which included restructuring the committees and appointing Executive Committee Members as Portfolio Leads for:
- Prevention and Protection
 - Operational Response and Resilience
 - Workforce and Organisational Development
 - Assets and Collaboration
 - Digital and Data
- 2.3 The system of Portfolio Leads has been operating for a just over a year and has had sufficient time to operate and deliver results. We have given an agreed public commitment to do a new Review of Effectiveness review in 2022-23. This commitment was published on our website in early 2020.
- 2.4 The FRA Chairman recently attended the LGA Conference where there was a great deal of interest in Governance reviews ahead of the long-awaited White Paper.

3. Option 1 – carry out an in-house review of governance

3.1 Advantages

- Cheaper – mainly officer time;
- Could be quick to do;
- Flexible with start and end dates of the review;
- Can easily tailor scope at start and midway through the review;
- Can include Officer and Member development options; and

3.2 Disadvantages

- Not independent and as a result we may lose some public and stakeholder confidence in the process;
- Difficulty in finding suitable Member peers;
- Lack of officer capacity to carry out the review;
- Members & officers may not feel confident in having direct conversations with each other and may prefer an independent intermediary; and
- Potential unconscious bias may lead to imbalanced review outcomes.

4 Option 2 – independent review by the Local Government Association (LGA)

4.1 We have met the LGA on two occasions and are proposing a diagnostic option followed by Governance Training and Development. Indicative costs are based on the diagnostic elements provided gratis, and a day rate charge for Member training and development.

4.2 The diagnostic elements could include:

- Desk Review of Bedfordshire FRAs written materials – Conducted by a serving Monitoring Officer Peer, there is an opportunity to undertake a desk-based review of the existing materials and documentation with the outcome being a detailed set of improvement recommendations. This could include a full review of the FRA Handbook.

- Member Discovery Session – Facilitated by an LGA Officer and an LGA Member Peer(s), a workshop session supported by targeted one to one conversation, will provide Bedfordshire FRA Members with an opportunity to voice any governance issues and start to co-design solutions.
- Officer Discovery Session – Facilitated by an LGA Officer a workshop session supported by targeted one to one conversation, will provide Bedfordshire Officers with an opportunity to voice any governance issues and start to co-design solutions
- Member and Officer Discovery Session – Bring both Officers and Member together in a facilitated session led by the LGA and including both Officer and member Peers. The session is intended to explore organisational understanding of governance using the RACI (Responsible/Accountable/Consulted/Informed) framework and how it how relates to the Bedfordshire FRA context.

4.3 Scoping questions discussed so far include:

- 1) Are the roles of members and officers clear?
- 2) Are there appropriate officer-member and member-member relationships?
- 3) What are the key governance issues from a political and officer perspective?
- 4) Is scrutiny welcomed and supported?
- 5) Is scrutiny effective?
- 6) Does the Annual Governance Statement cover the key issues?
- 7) Are members given enough support and do they all have the opportunity to inform and influence?
- 8) How effective is Member development?
- 9) How effective and appropriate are the number, frequency and sequencing of FRA meetings?
- 10) How effective is public participation?
- 11) Are there any issues relating to equality, diversity and inclusion that hinder Members in fulfilling their governance role?

- 12) Are there effective governance structures and processes to monitor and scrutinize the delivery of policy and performance, and our Community Risk Management Plan?
- 13) Does the FRA Handbook contain all the relevant information and are they reviewed and updated regularly enough?

4.4 Advantages

- The leading governance supplier valued highly by Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS);
- Well known brand name;
- A tried and tested methodology;
- More opportunities to receive help from peers used to working in a Fire and Rescue Authority (FRA) with similar characteristics;
- Officers and Members may feel more confident in talking in a safe and confidential environment with independent peers based on honest advocacy;
- Easier publication process; and
- Costs are subsidised through LGA membership.

4.5 Disadvantages

- Costs for the Member training and development elements may escalate following the diagnosis phase.
- No online survey currently proposed;
- The review could take longer to complete;
- Needs to include Officer and Member development options; and
- Continuity of peers and peer support between discovery/diagnostic and member development phases may not be guaranteed.

5 Option 3 – review conducted by another supplier

5.1 Advantages

- Could be cheaper as it's a crowded supplier market;
- Can tailor scope easier and quicker;
- Could be a more local supplier; and
- May get more challenge and analysis.

5.2 Disadvantages

- Not the same brand value;
- May not be a tried and tested methodology;
- May be difficult to compare results with other FRAs;
- Costs and fees may be less well known;
- Supplier may have capacity issues or conflicts of interest; and
- Publication of results may not be straightforward due to intellectual copyright issues.

6 Next Steps

6.1 The best timing of the review will be when the new Monitoring Officer is appointed and after the Annual General Meeting (AGM) in June.

6.2 The preferred option will be vigorously pursued to fruition and Members presented with a finalised proposal on 22 June.

7. Recommendation

7.1 Members discuss the contents of this report and advise on their preferred approach. Members are invited to comment on and make suggestions for scoping methodology and review questions.

GAVIN CHAMBERS
ASSISTANT CHIEF OFFICER

For Publication

Bedfordshire Fire and Rescue Authority
Executive Committee
26 May 2022

REPORT AUTHOR: ASSISTANT CHIEF FIRE OFFICER

SUBJECT: DISPOSAL OF ASSETS UNDER THE SCHEME OF DELEGATED AUTHORITY

For further information: Area Commander Jason Tai
On this Report contact: Head of Training & Asset Management
Tel No: 01234 845000

Background Papers: None

PURPOSE:

To provide Members with an update on the disposal of obsolete vehicles and equipment assets.

RECOMMENDATION:

That Members of the Fire and Rescue Authority acknowledge the content of the report.

That Members authorise the disposal of the equipment assets detailed in the report which collectively have the potential to achieve income over the £10,000 threshold under the scheme of delegated authority.

1. Introduction

- 1.1 This paper provides an update on the assets disposed of over the financial year 2021/22, and assets that may be disposed of over the next 12 months, under the scheme of delegated authority. The assets referred to within this report are obsolete equipment and vehicles.

2. Disposed Assets

- 2.1 Table 1 (Vehicle assets) and Table 1A (Equipment assets) shows the assets disposed of, and their realised value. During 2021/22, some vehicles have been re-deployed following condition reports that were carried out by the Transport and Engineering Manager, demonstrating that vehicles that could have been disposed of based on time or their age, were still in a condition that allowed them to be used in some capacity within BFRS.
- 2.2 There were 3 vehicles disposed of with a value below £10,000. In addition to this, there were 2 vehicles disposed of with an individual value above the £10,000 threshold. The total income generated from the sale of these assets is £50,400 which has been used to support the Capital Budget for the replacement of future asset(s); see Appendix 1 for further details.
- 2.3 The 2 light vehicles that were disposed of with an individual value above the £10,000 threshold were due for replacement in 2019/20, due to the condition of the vehicles they remained part of the fleet for a further 3 years. Since the depreciation of the vehicles was calculated over a period of 3 years, BFRS accounts record an NBV (net book value) of £0 for each of the light vehicles. Both vehicles were disposed via an auction with a reserve of £15,000 each. Due to the increase in the value of second-hand vehicles as a result of the global microchip shortage, they achieved £11,000 (in total) over the combined reserve price.
- 2.4 The Service also disposed of numerous items of equipment that had no value to the Service and would have been disposed of through waste disposal. These items were either obsolete therefore requiring replacement or had a lifespan which has been exceeded rendering the items unusable within Service. There was a total of 117 items of equipment that consisted primarily of Positive Pressure Ventilation (PPV) Fans, 2 x Flexi dams, 1 x inflatable flood rescue boat and other ancillary equipment. These items generated a total income of £13,850.

3. Assets that may be disposed of in 2022/23

- 3.1 The vehicle assets detailed in Table 2 (Appendix 1) may be disposed of in 2022/23. The Service Delivery Asset Group (SDAG) will continue to evaluate the life of an asset following a vehicle condition report prepared by the Transport and Engineering Manager. The table is therefore indicative of the funds that maybe achieved through disposal of the assets highlighted.
- 3.2 Table 2 indicates that there are no individual vehicles that have the potential to be sold for more than the £10,000 threshold. This is mainly due to the lifespan of the vehicles being extended and re-distributed within the Service.
- 3.3 Equipment assets in Table 2A (Appendix 1) show those assets that may be disposed of in the next 12 months; this list highlights equipment that is due for replacement within 2022/23. There are several high value equipment replacement projects due for delivery in 2022/23, as a result it is estimated that hydraulic RTC equipment will generate income of £21,000, handheld radios £10,800 and Breathing Apparatus sets with ancillary equipment approximately £71,250. There is also likely to be additional equipment that maybe disposed of during the year, following an evaluation of condition.
- 3.4 There are several items of equipment that collectively is likely to generate income above the £10,000 threshold, with that in mind this paper also requests that Members authorise the sale of these assets at an appropriate time during 2022/2023.

4 Implications

- 4.1 Financial: The disposal of obsolete operational service assets may support future Capital Budget for the replacement of asset(s), dependant on whether those assets are sold or donated to a third party.
- 4.2 Environmental: The Service has a duty to dispose of assets in a manner that does not impact on the environment and complies with any current legislation.

- 4.3 Legal: When disposing of any obsolete operational assets the Service will be cognisant of and comply with any legal requirements that relate to those assets.
- 4.4 This paper supports the Fire and Rescue Authority's ongoing strategy for the disposal of obsolete operational assets.

ALISON KIBBLEWHITE
ASSISTANCE CHIEF FIRE OFFICER

Appendix 1

Table 1: Vehicle Assets That Were Disposed of in 2021/22

Date of Disposal	Fleet No	Type	Income Value £
March 2022	126	Response Car	19,500
March 2022	127	Response Car	21,500
May 2021	25	Medium Van	3,900
May 2021	130	Small Van	3,100
June 2021	131	Small Van	2,400
			Total £50,400

Table 1A: Equipment Assets Disposed

Date of Disposal	Equipment Type/Name	Receiver of Goods/Charity	Income Value £
April 2021- March 2022	PPV Fans, Inflatable Rescue Boat, Flexi Dams etc.	Withams Disposal	13,850
			Total £13,850

Table 2: Vehicle Assets That May Be Disposed of in 2022/23

Date of Disposal	Fleet No	Type	Potential Income* £
TBC	107	Small Van	1,500
TBC	112	LWB Large Van	2,500
TBC	52	Response Car	1,200
TBC	54	Response Car	1,200
TBC	53	Response Car	1,200
			Total £7,600

Table 2A: Equipment Assets Due for Disposal in 2022/23

Date of disposal	Equipment Type/Name	Receiver of Goods/Charity	Potential Income * £
TBC	21 Sets of RTC Cutting Equipment	Withams Disposal	21,000
TBC	125 BA Sets	Withams Disposal	31,250
TBC	400 BA Cylinders	Withams Disposal	40,000
TBC	270 Motorola handheld Radios	Withams Disposal	£10,800
			Total £103,050

* Note: The prices detailed in the tables above are indicative as the assets will be sold at auction.

For Publication

Bedfordshire Fire and Rescue Authority
Executive Committee
26 May 2022

REPORT AUTHOR: CHIEF FIRE OFFICER

SUBJECT: WORK PROGRAMME 2022/23

For further information on this report contact: Nicky Upton
Service Assurance Manager

Background Papers: None

PURPOSE:

To review and report on the work programme for 2022/23 and to provide Members with an opportunity to request additional reports for the Executive Committee meetings.

RECOMMENDATION:

That Members consider the work programme for 2022/23 and note the 'cyclical' Agenda Items for each meeting in 2022/23.

ANDREW HOPKINSON
CHIEF FIRE OFFICER

FIRE AND RESCUE AUTHORITY EXECUTIVE COMMITTEE - PROGRAMME OF WORK 2022/23

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
22 June 2022	Appointment of Portfolio Holders		Appraisal/objective setting arrangements for CFO	CFO author of the report and Chair to present. (Deferred from May meeting)
	Work Programme		Proposals for Strategic Planning Cycle for CRMP 2023-27	Sounding board pre-FRA
			Proposals for Member Development Programme for 2022/23	Sounding board pre-FRA
			Response to the Reforming the Fire Service White Paper	Publication confirmed as 18 May
			Immediate Detriment Update	
			Final Resourcing Options for Monitoring Officer role	To receive the final options paper
			Independent Review of Governance update	Progress update

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
8 Sept 2022	Work Programme		Monitoring Officer Recruitment	TBC

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
12 October 2022	Work Programme			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
1 December 2022	Work Programme			

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