

BUCKINGHAMSHIRE AND MILTON KEYNES FIRE AUTHORITY
BUCKINGHAMSHIRE FIRE AND RESCUE SERVICE

Clerk to the Fire Authority, Strategy and Partnerships Directorate, Milton Keynes
Council, Civic Offices, 1 Saxon Gate East, Milton Keynes MK9 3EJ
Tel: 01908 252314 Fax: 01908 252511



Clerk to the Fire Authority: John Moffoot

Chief Fire Officer and Chief Executive
Mark Jones

To: The Chairman and Members of the Overview
and Performance Committee

7 January 2010

Dear Councillor

Your attendance is requested at a meeting of the **OVERVIEW AND PERFORMANCE COMMITTEE** of the **BUCKINGHAMSHIRE AND MILTON KEYNES FIRE AUTHORITY** to be held in Meeting Room 1, Fire and Rescue Headquarters, Stocklake, Aylesbury on **FRIDAY 15 JANUARY 2010 at 10.00 am** when the business set out overleaf will be transacted.

Yours faithfully

A handwritten signature in black ink, appearing to read 'J. Moffoot', written in a cursive style.

John Moffoot
Clerk to the Fire Authority

Councillor Tallack (Chairman)
Councillors Anson, Busby, Cartwright, Davies, Dhillon and Woollard



OVERVIEW AND PERFORMANCE COMMITTEE

TERMS OF REFERENCE

1. To review current and emerging organisational issues and make recommendations as appropriate.
2. To comment upon proposed new policies and make recommendations as appropriate.
3. To review and challenge performance management and associated data and make recommendations as appropriate.
4. To assess performance of the Authority against agreed organisational targets and make recommendations as appropriate.
5. To review issues referred by the Authority and its other bodies and make recommendations as appropriate.
6. To make recommendations to the Executive Committee on:
 - (a) the Electronic Services Delivery Plan;
 - (b) the Brigade Personnel Strategy;
 - (c) Levels of Incident Response;
 - (d) the Corporate Risk Management Policy;
 - (e) the Authority's Information Policy; andother such policies and procedures as are required from time to time

AGENDA

Item No:

1. Apologies

2. Minutes

To approve, and sign as a correct record, the Minutes of the meeting of the Overview and Performance Committee held on 25 November 2009 (Item 2) (Pages 4 to 6)

4. Disclosure of Interests

Members and officers to disclose any interests they may have in the business to be transacted.

5. Questions

To receive questions in accordance with Standing Order SOA7.

6. Integrated Risk Management Plan 2009/12 – Performance Target Setting for 2010/11

To consider Item 6 (Pages 7 to 23)

Contact Officer: Stuart Gowanlock (Group Manager Policy and Planning) - 01296 744435

7. Annual Report 2008/09

To consider Item 7 (Pages 24 to 71)

Contact Officer: Toni D'Souza (Group Manager Central Intelligence Unit) - 01296 744444

8. Date of Next Meeting

To note that the Committee's next scheduled meeting is on 3 March 2010.

If you have any enquiries about this agenda please contact: Kay O'Callaghan on Tel: (01908) 254737 or e-mail: Kay.O'Callaghan@milton-keynes.gov.uk