

Public Document Pack

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28 August 2020

Horsham Fire Station Task & Finish Group

A virtual meeting of the Committee will be held at **9.00 am** on **Friday, 28 August 2020**.

Note: In accordance with regulations in response to the current public health emergency, this meeting will be held virtually with members in remote attendance. Public access is via webcasting.

The meeting will be available to watch live via the Internet at this address:

<http://www.westsussex.public-i.tv/core/portal/home>

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Agenda

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|---------|----|--|
| 9.00 am | 1. | Election of Chairman |
| | | The Task & Finish Group to elect its Chairman. |
| 9.02 am | 2. | Declarations of Interest |
| | | Members and officers must declare any pecuniary or personal interest in any business on the agenda. They should also make declarations at any stage such an interest becomes apparent during the meeting. Consideration should be given to leaving the meeting if the nature of the interest warrants it. If in doubt please contact Democratic Services before the meeting. |
| 9.05 am | 3. | Terms of Reference (Pages 3 - 4) |
| | | The Task & Finish Group to agree its terms of reference. |
| 9.15 am | 4. | Horsham Fire Station & West Sussex Fire & Rescue Service Training Centre (To Follow) |
| | | Report by the Director of Law and Assurance. |
| | | A Joint Task and Finish Group of members of the Performance and Finance and Fire and Rescue Service Scrutiny Committees has been convened in order to scrutinise the proposed decision |

for the delivery of a new Horsham Fire Station and Fire and Rescue Service Training Centre.

The Task and Finish Group is asked to comment on the draft Cabinet decision report (to follow), and provide comment to Cabinet prior to the formal decision being taken.

10.15 am 5. **Recommendations**

Members of the Task & Finish Group to agree comments and/or recommendations to be forwarded to Cabinet for consideration prior to the decision being taken.

To all members of the Horsham Fire Station Task & Finish Group

Joint Performance and Finance and Fire and Rescue Service Scrutiny Committee Task and Finish Group

Horsham Fire Station and Fire and Rescue Service Training Centre

Draft Terms of Reference

- 1.** A Joint Task and Finish Group (TFG) of members of the Performance and Finance and Fire and Rescue Service Scrutiny Committees, to scrutinise the proposed Cabinet decision for the delivery of a new Horsham Fire Station and Fire & Rescue Service (FRS) Training Centre. The TFG will undertake its work at a single meeting on 28 August 2020 and report its findings to Cabinet on 15 September.
- 2.** The **role** of the TFG is to consider and form conclusions and recommendations on:
 - The rationale for the proposal from an FRS perspective by reference to service improvement aims and the requirements of the Integrated Risk Management Plan;
 - The financial implications for the Council of the proposal and whether these are sufficiently addressed to support the proposal;
 - Whether there are other factors or considerations which the report should cover before the proposal is considered by the Cabinet
- 3. Membership** of the TFG is drawn from members of the Performance and Finance and Fire and Rescue Service Scrutiny Committees as follows: Cllr Joy Dennis, Cllr Steve Waight, Cllr Liz Kitchen, Cllr Michael Jones and Cllr Bob Smytherman.
- 4. Support** for the TFG is as follows:
 - **Service Lead officers:** Sabrina Cohen-Hatton (Chief Fire Officer), Neil Stocker, (Deputy Chief Fire Officer), Katharine Eberhart (Director of Finance and Support Services) and Nick Burrell (Strategic Manager, Growth and One Public Estate Programmes)
 - **Democratic Services officer support:** Rachel Allan (Senior Advisor) and Rob Castle (Assistant Democratic Services Officer)
- 5.** The TFG will provide a report to Cabinet with its **conclusions and recommendations**. This will be published on the Council's website and copied for information to all Performance and Finance and Fire and Rescue Service Scrutiny Committee members.

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