

# WILTSHIRE & SWINDON FIRE AUTHORITY

## MINUTES of a MEETING of the WILTSHIRE & SWINDON FIRE AUTHORITY held at the WILTSHIRE FRS TRAINING & DEVELOPMENT CENTRE, DEVIZES on THURSDAY 11 DECEMBER 2014

**Present :** Cllrs C Devine, G Perkins, A Bennett, E Clark, R Jones MBE, J Knight, N Martin, C Newbury, J Tray and B Wayman.

**61 Minutes of the Last Meeting**

The Minutes of the Meeting of 11 November 2014 were approved and signed.

**62 Apologies**

Apologies were received from Cllr Edge, Cllr Mrs Groom and Cllr Payne.

**63 Members' Interests**

The Chairman reminded members of the need to declare any interests which the Authority's Code of Conduct required to be disclosed, or dispensations granted by the Clerk to the Authority or by the Ethics Committee. None were received.

**64 Chairman's Announcements and Announcement of Urgent Business**

- a) The Chairman informed the meeting that he had attended "Safe Drive Stay Alive" presentations at Tidworth and Bulford Garrisons and congratulated all those involved with the programme.
- b) The Chairman reminded the Members of the Fire Service Carol Service which would be held on Thursday 18<sup>th</sup> December at St Andrew's Church, Devizes.
- c) The Members were invited to watch a training demonstration after the meeting.

**65 Questions from the Public**

There were no questions from the public.

**66 Minutes of the Programme & Scrutiny Board Meeting**

The minutes of the Programme & Scrutiny Board meeting held on 20 November 2014 were received. In response to a question from Cllr Bennett, the DCFO informed the meeting that work was ongoing between the Environment Agency and Fire Services to assess the risks for licensed tips and to make them safer. However, they had yet to develop a project to cover unknown, unlicensed tips.

**67 General Balances and Earmarked Reserves.**

The Treasurer presented a paper and explained that after carrying out a risk assessment of the general balances it was concluded that there should be a minimum level of £1.5M. This money would be used for unplanned contingencies.

**RESOLVED:**

*That the policy of maintaining a minimal level of risk assessed general balances at £1.5M be reviewed annually.*

Signature.....

## **WILTSHIRE & SWINDON FIRE AUTHORITY**

### **68 Minutes of the Finance Review & Audit Committee.**

The Minutes of the Finance Review and Audit Committee meeting of the 29 September 2014 were received.

### **69 Extension to the 3tc Contract.**

The Clerk presented a paper on the 3tc contract.

#### RESOLVED:

- a. *That the contract be extended as long as necessary.*
- b. *That 6 monthly monitoring reports be submitted to the FRAC.*

### **70 Protection, Prevention & Intervention**

The members watched a short visual presentation.

### **71 Health & Safety Policy Statement**

The Brigade Manager (Governance & Assurance) presented a report on the Health and Safety Policy Statement.

#### RESOLVED:

*That the Health and Safety Policy Statement be approved.*

### **72 Ethics Committee**

The minutes of the Ethics Committee Meeting of 23 October 2014 was received.

#### RESOLVED:

*That the Group Leaders nominate deputies for the Ethics Committee members for both Wiltshire and Swindon members.*

### **73 Revised Capital Programme**

The Brigade Manager (Governance & Assurance) presented a paper on the Revised Capital Programme.

#### RESOLVED:

- a. *That the revised Capital Programme for 2014/15 of £1.610M be approved.*
- b. *That the revised prudential indicators be approved.*

### **74 Update on Combination**

The CFO gave an oral update on the Combination.

### **75 Consultation Update**

The Brigade Manager (Governance & Assurance) presented a paper to the meeting. Several Members stated that the principal of building of a Safety Centre was sacrosanct.

#### RESOLVED:

*That the transformation grant be used for the intended purpose as set out in the Transformational Bid submitted to the Secretary of State via DCLG.*

The paper on the Combination Order and Shadow Governance Arrangements was presented.

Signature.....

# WILTSHIRE & SWINDON FIRE AUTHORITY

## RESOLVED:

- a. That the Dorset and Wiltshire Fire and Rescue Authority should be adopted as the name of the new Authority.
- b. That the Combined Fire and Rescue Authority should comprise 30 Members in accordance with the table set out in paragraph 10 of the paper and that a full governance review should take place by April 2018.
- c. That the Terms of Reference set out within pages 6-8 of the paper are agreed as the Terms of Reference and membership of the Shadow Board and Joint Committee, subject to
  1. the deletion of the words "will not adopt" in relation to sub paragraph 18.
  2. the addition of the words "and Dorset Fire Authority" after "the Wiltshire and Swindon Fire Authority" at sub paragraph 2.
- d. That the Joint Committee and Shadow Board will have a Membership of 12 members.
- e. That a Joint Selections Committee be established, comprising the Chairman and Vice-Chairman of COB and two other Members from each of the existing Fire Authorities with the Terms of Reference set out at page 9 of the report.
- f. That the quorum of the new Combined Authority be any 10 members.
- g.
  1. That having noted the letter dated 4 December 2014 from Penny Mordaunt MP and the briefing note from the Treasurer, the Wiltshire and Swindon Fire Authority considers that the business case for combination is financially justified and the Wiltshire and Swindon Fire Authority should continue to pursue the combination with the Dorset Fire Authority by submitting the Business Case for combination and a draft Combination Order to the Secretary of State for approval.
  2. That the Wiltshire and Swindon CFA agree to continue to pursue the equalisation of the precept to Dorset CFA's level of precept.
- h. That the Monitoring Officer be authorised, in consultation with the Chairman, Chief Fire Officer and the Clerk, to approve the final wording of the draft Combination Order and scheme to be submitted to the Secretary of State.

Cllr Edge stepped down from the COB and Cllr Mrs Groom was nominated to replace him. The members of the Joint Committee were confirmed as: Cllr Devine, Cllr Perkins, Cllr Mrs Groom, Cllr Jones MBE, Cllr Payne and Cllr Wayman.

The members of the Joint Selections Committee were confirmed as Cllr Devine, Cllr Perkins and Cllr Jones MBE.

## **76 Urgent Business**

Following a petition from Cllr Tray, the Chairman agreed to send a non-committal letter on behalf of the CFA to the Fire Minister urging movement on discussions over the ongoing pay dispute.

## **77 Date of Next Meeting**

The date of the next meeting was confirmed as 12 February 2015.

**(Meeting Closed 12:50)**

Signature.....