

**NOT PROTECTIVELY MARKED**  
**WILTSHIRE & SWINDON FIRE AUTHORITY**

**MINUTES of a MEETING of the PROGRAMME AND SCRUTINY BOARD  
COMMITTEE**

**held at WILTSHIRE FRS HEADQUARTERS, MANOR HOUSE,**

**POTTERNE, SN10 5PP**

**on FRIDAY 9 MAY 2014**

**Attendance:** Councillors N Martin, P Edge, G Payne.  
Simon Routh-Jones (CFO), Phil Chow (Brigade Manager (Governance & Assurance)) Barbara Owen (Brigade Manager (People & Development))  
Lindsay Gowland (Clerk).

1/14	<b>WELCOME &amp; APOLOGIES</b> Apologies were received from John Aldridge (DCFO), Mark Gaskarth (Area Manager Strategic Plans) and Jill McCrae (Performance & Risk Manager).
2/14	<b>APPROVAL OF PREVIOUS MINUTES</b> The Minutes of the Meeting of 21 November 2013 were approved.
3/13	<b>WORKSTREAM REPORTS</b> <ol style="list-style-type: none"><li>a. The Governance and Assurance Workstream update was received. The Brigade Manager (Governance &amp; Assurance) explained that there was now a joint approach to procurement with DFRS.</li><li>b. The Operational Delivery Workstream update was received. The increase in community use of fire stations was noted. The CFO was asked to provide the most up to date statistics for killed &amp; seriously injured in RTCs and he also undertook to add the Project Salamander statistics to Annex D.</li><li>c. The People and Development Workstream update was received.</li></ol>
4/14	<b>STRATEGIC TRANSFORMATION PROGRAMME</b> The paper on Strategic Transformation Programme was presented and the need to push for the Planning Gain was highlighted
5/14	<b>STRATEGIC RISK REGISTER</b> The Strategic Risk Register was received and its contents noted.
6/14	<b>NFSCP UPDATE</b> The CFO updated the Committee on the NFSCP. He reported that following the rejection of some elements of the system at the factory testing stage, the project had been put back; it was anticipated that the system would now be taken over in March 2015.
7/14	<b>FLOODING UPDATE</b> The CFO gave an update on the Service's response to the flooding. He reminded the Committee that responding to floods was not a statutory duty

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	although the Service had responded to over 200 incidents between Dec 13 and Mar 14. It was reported that the Local Resilience Forums had formed working groups for the lessons learnt and planning.
8/14	<b>COMBINATION UPDATE</b> The CFO outlined the work that was being done prior to the consultation period. A strategic options paper would be produced which would cover the reasons for Combination and alternatives to it.
9/14	<b>INDUSTRIAL ACTION UPDATE</b> The Brigade Manager (People & Development) summarised the recent industrial action and anticipated future industrial action.
10/14	<b>ANY OTHER BUSINESS</b> A vote of thanks was given to Cllr Peter Edge for his service on the Combined Fire Authority.
11/14	<b>DATE OF NEXT MEETING</b> The next meeting was confirmed as 4 September 2014.

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