

WILTSHIRE & SWINDON FIRE AUTHORITY

REPORT REFERENCE NO.	10
MEETING	COMBINED FIRE AUTHORITY
MEETING DATE	25 September 2014
SUBJECT OF REPORT	PROGRAMME & SCRUTINY BOARD ANNUAL REPORT
LEAD OFFICER	LINDSAY GOWLAND, Clerk to the Authority
RECOMMENDATIONS	To note this paper.
EXECUTIVE SUMMARY	This paper takes the form of the Programme & Scrutiny Board's annual report to the Authority for 2013/14.
APPENDICES	None

Background

- 1 The Programme & Scrutiny Board (PSB) is required to present an annual report to the Authority with a brief review of its activities during the previous year. This paper is in the form of a draft report covering the immediate past "municipal year", i.e. the period between the annual meetings of the Authority in May 2013 and June 2014.
- 2 The PSB was established in 2006 to act in an advisory capacity to the Authority. The Board's full terms of reference (ToR) are set out in the Members' Handbook.
- 3 As recognised in the ToRs, the Board's primary task is to scrutinise and/or review policies, plans, resources and the effectiveness of services. To assist the PSB, much of the detailed work of scrutiny/review is undertaken by the three workstreams thus enabling the Board to focus on the strategic level. Often different aspects of the same issue are discussed at each workstream as they impact across each area. Examples include the financial situation, industrial action and the Networked Fire Control Services Project. Each workstream met 3 times during the year.

Meetings

- 4 During the period to which this report relates, the PSB met on four occasions. At each meeting, the Board received reports from each of the three workstreams.
- 5 The topics discussed by the Board at its meetings were recorded and reported to the Authority via a paper to each subsequent meeting of the Authority.
- 6 Among the more important matters dealt with during the period were:
 - Review of the strategic risk register.
 - Resources and budgets.
 - Transformation programme.

- Asset management.
- Networked Fire Control Services Partnership.
- Partnerships.
- Flooding
- Industrial action and industrial relations.

This is by no means an exhaustive list but is intended to demonstrate the strategic nature of the Board's deliberations.

Policy Implications

- 7 It is the Board's belief that its ability to give prior consideration to major issues and to offer views and recommendations is a significant help to the Authority in the way the Authority works at member level.

Risks

- 8 None arising directly from this report. The Board "owns" the strategic risk register which is reviewed at every Board meeting.

HR, Equality and Diversity Implications

- 9 None arising directly from this report.

Environmental Implications

- 10 None arising directly from this report.

Financial and Legal Implications

- 11 None arising directly from this report.

Combination Implications

- 12 None arising directly from this report, but the Board's scrutiny ensures that due diligence is carried out on the issues relating to Combination.

Conclusion

- 13 The Programme & Scrutiny Board undertook significant work during 2013/14. This was a period when the future of the Service and how it evolves to meet present and future demands was being (and continues to be) carefully examined. The Board has encouraged and promoted the work undertaken by the workstreams.
- 14 The Board and its workstreams continue to support greater knowledge of and participation in the Authority's decision-making and scrutiny processes by members.

Recommendations

- 15 To forward this paper to the Authority as the Board's annual report for 2013/14.

LINDSAY GOWLAND

Clerk to the Authority

SIMON ROUTH-JONES

Chief Fire Officer & Chief Executive

Unpublished documents used in the preparation of this report :

None.

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