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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 THURSDAY 11 SEPTEMBER 2014

Attendance: Councillors A Bennett, C Devine, G Perkins.
Simon Routh-Jones (CFO), Phil Chow (Brigade Manager (Governance & Assurance)) Barbara Owen (Brigade Manager (People & Development))
Lindsay Gowland (Clerk).
Cllr Martin attended as an observer for items 16/14 to 20/14

12/14	APPOINTMENT OF CHAIRMAN & VICE-CHAIRMAN Cllr Devine was appointed as Chairman and Cllr Perkins as Vice-Chairman
13/14	WELCOME & APOLOGIES Apologies were received from Cllr Bob Jones MBE
14/14	DECLARATION OF INTERESTS None were received
15/14	APPROVAL OF PREVIOUS MINUTES The Minutes of the Meeting of 9 May were approved.
16/14	WORKSTREAM REPORTS <ul style="list-style-type: none">a. The Governance and Assurance Workstream update was presented by the Brigade Manager (Governance & Assurance).<ul style="list-style-type: none">i) Cllr Bennett queried the performance targets and asked that, in future, if any targets were missed the degree of seriousness was highlighted.ii) Cllr Perkins asked if officers and members were aware of their responsibilities in relation to Corporate Manslaughter. The CFO responded that officers were aware and had received the necessary training but would consider refresher training. The Chairman asked that there be a Members' seminar on H&S and Corporate Manslaughter and also made a formal request for the CFO and DCFO to brief him on the Chairman of the CFA's responsibilities.b. The Operational Delivery Workstream update was received.<ul style="list-style-type: none">i) The CFO explained the process of Call Challenging, by which resources were not mobilised if an emergency response was not necessary. The CFO highlighted the need to interrogate the call initiator effectively to ensure the best use of resources.ii) It was noted that not all the fire stations were included in the graph (Use of Stations by Other Organisations) at Annex B.iii) The Chairman requested an updated retained availability demand curve and it was noted that the salary scheme pilot had been extended.c. The People and Development Workstream update was received.

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	<p>i) The Chairman requested that the new government document classifications be circulated to all members.</p> <p>ii) It was highlighted that the rise in FOI requests was largely due to contract queries.</p>
17/14	<p>STRATEGIC RISK REGISTER</p> <p>The Strategic Risk Register was received and its contents reviewed and noted.</p>
18/14	<p>NFSCP UPDATE</p> <p>The CFO updated the Committee on the NFSCP. He reported that the project was delayed due to a number of reasons, including the merger of Dorset and Wiltshire's control rooms. Staffing levels in both Wiltshire and Dorset were being monitored to ensure the NFSCP transition and the move to a single Control would be achieved satisfactorily.</p>
19/14	<p>AVERIES FIRE</p> <p>The CFO gave an update on the Averages' fire. He highlighted that there were operational issues due to the size and volume of waste. Costs were estimated at over £100k and the Service would be requesting to recover any associated and applicable costs under the Bellwin Scheme, although it had yet to be established whether the Scheme was applicable. Cllr Perkins queried whether the FRS could prevent Averages from obtaining a licence and the Clerk was asked to liaise with Head of Legal at SBC about this issue.</p>
20/14	<p>COMBINATION & CONSULTATION UPDATE</p> <p>The CFO reported that the consultation had commenced on 21 Jul 14 for 13 weeks and that the document had been widely distributed, for example to libraries in Swindon and Wilts. Presentations were being made to staff and at Locality and Area Board meetings. Further work was being carried out with Wiltshire & SBC, as requested by the CFA, and the Brigade Manager (Governance & Assurance) reported that he planned to complete this by mid-October.</p> <p>Cllr Martin left during this item.</p>
21/14	<p>INDUSTRIAL ACTION UPDATE</p> <p>The Brigade Manager (People & Development) summarised the two ongoing disputes:</p> <p>i) The FBU action over pensions. To date there had been 46 periods of strike action. The last strike was on 16 Aug however union member were now taking action short of a strike ie an overtime ban, which was impinging on areas such as community safety.</p> <p>ii) UNISON were in dispute over corporate staff pay and had held one strike in Jul with other planned for Oct. This had had minimal effect on the FRS.</p>
22/14	<p>DRAFT BOARD ANNUAL REPORT</p> <p>The Committee agreed to forward the Annual Report to the CFA.</p>
23/14	<p>CALENDAR OF PROPOSED MEETINGS</p> <p>The Calendar of meetings was approved with one potential change.</p>
24/14	<p>ANY OTHER BUSINESS</p> <p>There was no other business.</p>

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25/14	DATE OF NEXT MEETING The next meeting was confirmed as 20 November 2014 at 10am.
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