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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 14 MARCH 2015

Present: Councillors C Devine, A Bennett, R Jones MBE and G Perkins.
In Attendance: Simon Routh-Jones (CFO), John Aldridge (DCFO), Phil Chow (Brigade Manager (Governance & Assurance)), Barbara Owen (Brigade Manager (People & Development)), Lindsay Gowland (Clerk).

44/14	WELCOME & APOLOGIES The Chairman welcomed the meeting.
45/14	APPROVAL OF PREVIOUS MINUTES The Minutes of the Meeting of 29 January 2015 were approved. Cllr Bennett queried whether a report on fitness would be tabled, but the officers explained that they were still waiting for national guidance. The Chairman requested that an update be circulated to the Board within 3 working days. – Action Barbara Owen
46/14	WORKSTREAM REPORTS a. <u>Governance & Assurance Workstream</u> Cllr Perkins queried whether disposing of pumps at auction generated the most revenue and the DCFO agreed to re-examine if this was still the case. – Action DCFO b. <u>Operational Delivery Workstream</u> i) The DCFO reported that there had been a fire related death in a mobile home recently and that the Prevention team were examining the possibility of an initiative to target this population. He agreed to also look at the boating community. – Action DCFO ii) The Board were updated on the JCCC. The crewing was slightly over manned but this would resolve in time. In answer to a question on the JCCC power supply, the DCFO stated that it had 2 generators and a 30 minute UPS in case of an outage. Hampshire had gone live but had experienced some software issues and the Board asked for a report on these. The go-live date for Devon & Somerset had slipped to mid-July but WFRS were still on schedule to go live on 1 July 15 with the crossover from DFRS due on 26 Aug 15. iii) It was noted that a software audit had identified a shortfall in licences. The Board highlighted this as an area of concern. The DCFO was requested to ask the IT manager if any other licence audits were required and to clarify the situation. – Action DCFO iv) It was recommended that Workstream 6 be asked to action an early intervention to ensure that the new Authority had sufficient

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	<p>licences. The Chairman stated that he would raise the issue at the next Chiefs' and Chairs' Meeting. – Action Chairman</p> <p>c. <u>People & Development Workstream</u> The Brigade Manager (People & Development) updated the Board. She announced that there was to be an Apprentice Open Day in October which Bob Jones MBE planned to attend if he was available.</p>
47/14	<p>STRATEGIC RISK REGISTER An updated SRR was circulated.</p>
48/14	<p>ANY OTHER BUSINESS The future of the workstreams was discussed in light of the Combination, and it was agreed that they should continue.</p>
49/14	<p>DATE OF NEXT MEETING The next meeting was confirmed as 3 Sep at 10am.</p>

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