# 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 JUNE 2015**

**Present** : Cllrs C Devine, G Perkins, E Clark, P Edge, Cllr Mrs Groom, R Jones MBE, J Knight, G Payne, C Newbury, E Shaw, J Tray and B Wayman.

**1 Election of the Chairman for the Ensuing Year.**
Cllr Chris Devine was elected Chairman for the ensuing year.

**2 Election of Vice Chairman.**
Cllr Garry Perkins was elected Vice-Chairman for the ensuing year.

**3 Membership.**
The Clerk reported that Wiltshire Council had nominated the following councillors to be members of the Wiltshire & Swindon Fire Authority: Cllr C Devine, E Clark, P Edge, Mrs Groom, R Jones MBE, J Knight, G Payne, C Newbury and B Wayman. Swindon Borough Council had nominated Councillors G Perkins, N Martin, J Tray and E Shaw.

**4 Minutes of the Last Meeting.**
The Minutes of the Meeting of 12 February 2015 were signed as correct.

**5 Apologies**
Apologies were received from Cllr N Martin.

**6 Declarations of Urgent Business**
a. Clerk
b. FRS and PCC
c. Recycling plant survey.

**7 Members' Interests.**
Cllr Tray declared that he was in receipt of a Firefighters' pension.

**8 Chairman's Announcements.**
a. The Chairman thanked Cllr Andrew Bennett for his service on the CFA.
b. The medals evening at Potterne had been a great success; it had been very enjoyable and well supported. All recipients of awards were to be congratulated.
c. The Chairman reported that he had also attended the Dorset FRS's medals' evening at Lulworth Castle and had thoroughly enjoyed the event.
d. The first meeting of the Shadow Authority would take place on 23 June 2015.
e. The Clerk had tendered her resignation and would be leaving at the end of July. She was thanked for all her hardwork.
f. The Chairman reported that he had attended the Local Government Association Fire Conference in Newcastle in March and had found it very informative.
g. The Chairman thanked the members for all their hard work in the formation of the new Authority.

**9 Questions from the Public**
There were no questions from the public.

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**10 Serve On**

The meeting watched with interest a presentation by Dan Cooke on the charity Serve On and its work in Nepal following the recent earthquake.

**11 Membership of Committees and Representations on Other Bodies**

a. The Clerk invited members to review the system of substitutes, and members were asked whether they wished it to continue or whether to introduce some other system. It was agreed to continue with the existing arrangements for the time being pending a report back on substitution from the Ethics Committee, and to arrange a meeting of the Committee in advance of the next meeting of the Authority in September.
b. It was agreed to increase membership of the staffing committee from 3 to 4 members but to continue without the requirement for political proportionality.
c. The membership of committees is appended to these minutes.

**12 Minutes of the Ethics Committee**

The Minutes of the Ethics Committee Meeting held on 12 March 2015 were received.

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

The Minutes of the Ethics Committee meeting held on 14 May 2015 were received. Cllr Jones MBE highlighted that the issue with Microsoft licensing was due to a change at Microsoft and not due to officer error. Cllr Wayman reported that the boating community had been tweeting positively about the recent safety campaign.

**14 Minutes of the Finance Review and Audit Committee.**

The Minutes of the Finance Review & Audit Committee meeting held on 17 March 2015 were received.

**15 Contract Extensions**

The meeting received a paper on contract extensions

*RESOLVED*

*a. To grant an extension to the 365itms contract up until 31 August 2016*
*b. To allow the Chief Fire Officer, in consultation with the Chairman (or Vice-Chairman if not available) and the Chairman of the Finance Review and Audit Committee to approve contract extensions that would otherwise have required approval of the CFA.*

**16. Protection, Prevention & Intervention**

The members watched a short visual presentation with interest.

**17 Staffing Committee Minutes**

The Authority received the minutes of the Staffing Committee meeting held on 9 March 2015. The Chairman clarified that the one staff member of the Pensions Board would be nominated by the FBU and the other would be from the wider workforce.

**18 Joint Committee Minutes**

The Authority received the minutes of the Joint Committee meetings of 19 March, 30 April and 4 June. It was agreed to discuss the confidential sections in Part II of the meeting. The Authority discussed the Draft Code of Conduct at the meeting of 4 June 2015. It was noted that the Joint Committee had preferred the 2005 approach but the Monitoring Officer was asked to circulate both authorities' code prior to the first meeting of the Shadow Authority.

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**19 Update on Combination**

The CFO presented a paper updating the meeting on the Combination. He highlighted the considerable amount of work that officers were doing as the organisation moved towards the new Authority.

**20 Networked Fire Control Services Partnership and Joint Command & Control Centre**

The DCFO updated the meeting on the NFCSP and the JCCC. He reported that Wiltshire was still on target to go live on 1 July 2015 but that staff were working under pressure to deliver on that date. He also reminded the meeting that DFRS control was due to move over to Wiltshire on 26 August 2015.

**21 Dates of Future Meetings 2015**

The Clerk presented the future meeting dates for 2015/16. It was noted that there were now some diary clashes and also that the Shadow Executive would now be renamed the Policy & Resources Committee. It was requested that an Ethics Committee meeting be convened for early September. A table showing future meeting dates is appended to these minutes.

**22 Members' Allowances**

The meeting received a paper on Members' Allowances and accepted the Treasurer's Recommendation to pay a lump sum equivalent to 1% of the basic allowances and Special Responsibility Allowances for CFA Members and to increase by allowances by 2.2% with effect from 1 Jan 2015.

*RESOLVED*

a. *That the Scheme of Allowances be amended by deleting the words "Adjustment of the allowance shall take effect from the beginning of the financial year" in paragraph 12*
b. *That the Clerk consult with the Constituent Authorities IRPs about introducing a Special Responsibility Allowance of £1775pa, in line with DFA, for those who sat on the COB/Joint Committee.*

Cllr Tray and Cllr Wayman abstained from the vote on the SRA.

**23. Any Other Business**

a. Clerk. It was agreed to ask Mr Strickland to return as temporary clerk for the period 1 Aug 15 – 31 Mar 16. It was also agreed to look into the possibility of a secondment from SBC or WC. In the event that Mr Strickland was not available, the Urgency Committee would be convened.

b. PCC and the FRS. There was a short discussion on the future of FRSs.

*RESOLVED:*
*That this Authority does not support the merger of the police service and Fire and Rescue Service under the Police and Crime Commissioner.*

c. Survey of Recycling Plants. The CFO reported that the survey into household recycling plants had been delayed by the Averies Inquiry and that a draft would be presented to the September meeting of the CFA.

**24. Date of Next Meeting**

The date of the next meeting was confirmed as 24 September 2015.

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**25 Exclusion of the Public**

*RESOLVED:*

*In accordance with Section 100A(4) of the Local Government Act 1972, to exclude the public for the business specified in minute no. 5 below because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraphs 1,3 & 4 of Part I of Schedule 12A to the Act.*

**26 Minutes of the Joint Committee Meeting dated 4 June 2015**

The confidential aspects of the Joint Committee Meeting Minutes were discussed.

**(Meeting Closed 12:40)**

Appendices:

1. Membership of Committees and Representations on Other Bodies
2. Dates of Future Meetings.