

**Minutes of the Meeting of
Shropshire and Wrekin Fire and Rescue Authority
Strategy and Resources Committee
held at Headquarters, Shrewsbury
on Thursday, 17 May 2012 at 2.00 pm**

Members

Councillors Hartin, Minnery (Chair), Picken, Roberts, and West

Officers

Assistant Chief Fire Officer (Corporate, Performance and Operations), Treasurer,
Head of Finance, Planning and Performance Manager and Executive Support Officer

1 Apologies for Absence

Apologies for absence had been received from Councillors Mrs Barrow and Thompson.

2 Declarations of Interest

There were no declarations of interest.

3 Minutes

Members received the minutes of the meeting of the Strategy and Resources Committee, held on 15 March 2012.

It was proposed by Councillor Hartin, seconded by Councillor West, and

Resolved that the minutes of the meeting of the Strategy and Resources Committee, held on 15 March 2012, be approved and signed by the Chair as a correct record

4 Public Questions

No public questions, statements or petitions had been received.

5 Strategy and Resources Committee Terms of Reference

This report proposed amendments to the Terms of Reference of the Strategy and Resources Committee for consideration and recommendation to the Fire Authority, following the annual review conducted by officers.

It was proposed by Councillor West, seconded by Councillor Hartin, and

Resolved that the Committee approve the proposed amendments to its Terms of Reference, set out at section 4 of the report, and recommend the changes to the Fire Authority for agreement

6 Role Descriptions

This report asked Members to review the existing Role Descriptions for the Chair and Vice-Chair of the Strategy and Resources Committee and to make recommendations regarding any amendments required to the Fire Authority.

It was proposed by Councillor Minnery, seconded by Councillor Hartin, and

Resolved that the Committee agree to recommend the proposed changes to the following Role Descriptions to the Fire Authority:

- a) The Chair of the Strategy and Resources Committee, attached at Appendix A to the report; and
- b) The Vice-Chair of the Strategy and Resources Committee, attached at Appendix B to the report

7 Integrated Strategic Planning Process and the Medium Term Corporate Plan

This report set out proposals for the consolidation of the Fire Authority's existing planning processes, leading to the development of an overarching 2020 Strategy. The Strategy would represent and include a long-term Integrated Risk Management Plan (IRMP), the Medium Term Corporate Plan (MTCP), the Public Value Plan, the 2013/14 Budget and 2013/14 annual Service Plan.

The Assistant Chief Fire Officer (ACFO) informed Members that a report on the Authority's Procurement Strategy will be brought to the next meeting of this Committee.

It was proposed by Councillor Hartin, seconded by Councillor West, and

Resolved that the Committee:

- a) Task the Strategic Risk and Planning Working Group to review the key issues for the proposed planning process; and
- b) Recommend the Strategic Planning timetable, set out at Appendix B to the report, to the Fire Authority

8 Consolidated 2020 Strategic Planning Process

This report set out proposals for the implementation of the Member-led, consolidated 2020 strategic planning process. The process spans an 18 to 24 month period, with the outcome being a costed, long-term strategic Integrated Risk Management Plan (IRMP). The proposals set out have been discussed and agreed in principle by the Fire Authority.

The ACFO acknowledged that the 2020 Strategic Planning Process report, which was taken to the April Fire Authority meeting, had been too technical and, in hindsight, would have been more appropriate for consideration by this Committee. Councillor West commented that Members need to be aware that issues in relation to papers should be raised with appropriate parties prior to meetings.

The ACFO informed the meeting that he had prepared a presentation to accompany this paper but it was probably more appropriate for the Strategic Risk and Planning (STRaP) Working Group to receive the presentation at its next meeting. The Committee agreed with this.

Councillor Minnery asked what the timescales were for the proposed consultation process. The ACFO advised that the intention was to hold a STRaP meeting at the end of June. At this meeting the implementation programme for the process would be finalised, ready for approval by the Fire Authority at its July meeting. The consultation process will be split into three sets, with the first beginning towards the end of the summer.

Members discussed possible dates for the STRaP meeting and decided that it should be held in the week commencing 2 July. The Executive Support Officer undertook to arrange this with the Members concerned.

It was proposed by Councillor Hartin, seconded by Councillor West, and

Resolved that the Committee:

- a) Approve the proposals set out within the report; and
- b) Instruct officers, working in conjunction with members of the Strategic Risk and Planning Working Group, to prepare and bring to the Fire Authority, in July 2012, a formal programme brief for implementation of the process

9 Corporate Risk Management Summary

This was the latest of the regular risk summary reports to the Strategy and Resources Committee. As previously, these reports are intended to enable Members to meet the requirements of the Committee's Terms of Reference as they relate to the Fire Authority's management of corporate risk. The progress reported related to that achieved since the last summary report, received by this Committee at its meeting on 19 January 2012.

The Planning and Performance Manager (PPM) informed the Committee that as part of its audit for 2011/12, Internal Audit has advised that the Information Technology (IT) System Risk, which was closed in February 2012, should be reassessed and kept on the Corporate Risk Register. The PPM confirmed that this issue would be looked at as part of the upcoming review. The PPM is also currently in the process of reviewing the Terms of Reference for the Risk Management Group and the Risk Management Protocol. Councillor West commented that it seemed wise to keep the IT risk open, in some format, due to the constantly changing nature of IT.

Councillor Hartin referred to Risk ID 79, as detailed on page 7 of the report, which relates to Mobile Data Terminals (MDTs), and asked for clarification of the issues involved. The PPM reported that it was thought that there were problems with the operating system for the MDTs. Further investigation revealed that the issues were to do with functionality rather than interconnectivity and that there were no issues with the operating platform. In order to ensure that consistent information is available across the fleet, a ghost image has been uploaded to the MDTs, which appears to have rectified the problems, although there are still some minor issues to be resolved. The ACFO confirmed that the priority had been to achieve consistency before forthcoming events, such as the Olympics.

Resolved that the Committee note the report

10 Capital Update on Activity and Finance

This report provided an overview of all the capital schemes within the Brigade and their current status.

Councillor Hartin referred to page 3 of the appendix to the report and asked to which stations the new appliances would be allocated. The ACFO responded that he could not provide a definitive answer, as the new vehicles were part of a major programme of vehicle moves between stations.

Councillor Hartin then referred to the Station End Equipment scheme and asked what the predicted timescales were for this scheme. The PPM explained that the pilot equipment was being installed at Shrewsbury station that day (17 May) in order to enable testing to be carried out. A roll-out programme will be developed, once the testing has been satisfactorily completed.

Councillor West referred to the Road Traffic Collision (RTC) equipment on stations scheme, which is scheduled for 2012/13, and asked for reassurance that the current equipment is up to specification, especially following the publication of recent concerns about Holmatro equipment. The ACFO confirmed that it is and explained that the Service has trialled the Moditech Crash Recovery system, which sets out where to cut on any model of car, based on its vehicle registration. It will also work on make / model of car. Whilst the software is very good, issues with the MDTs will need to be resolved before it, or a similar product, is introduced into the Service.

The PPM asked if the Committee wished to make any changes to the reporting method for capital schemes. Councillor Minnery suggested, and the Committee agreed, that the current reporting regime be maintained.

Resolved that the Fire Authority note the update given

11 Local Government Act 1972

It was proposed by Councillor Minnery, seconded by Councillor West, and

Resolved that, under section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item on the grounds that it involved the likely disclosure of exempt information, as defined by the provisions of Part I of Schedule 12(A) to the Act, by virtue of Paragraph 3.

12 Capital Update on Activity and Finance (Paragraph 3)

The Committee received the second part of the Appendix to Report 10 – Capital Update on Activity and Finance, which contained exempt information.

Councillor Minnery asked if it was necessary for this information to be reported in exempt session in future as the schemes detailed were already underway. Officers undertook to assess this when compiling the next report.

Resolved that the Committee note the Appendix to Report 10 – Capital Update on Activity and Finance

The meeting closed at 2.30 pm.

Chair.....

Date.....