
Report To:	Safe, Sustainable Communities Committee	Date:	17 January 2011
Report By:	Corporate Director Education & Communities	Report No:	SCS/89/12/AH/DH
Contact Officer:	Martin McNab	Contact No:	714246
Subject:	Board of Strathclyde Fire & Rescue – Minute of Meeting of 11 August and 29 August 2011		

1.0 PURPOSE

- 1.1 The purpose of this report is to submit for Members information a copy of the Minutes of the Meeting of the Board of Strathclyde Fire & Rescue, as per Appendices 1 and 2, held on 11 August and 29 August 2011.

2.0 SUMMARY

- 2.1 The Council is represented the Board of Strathclyde Fire & Rescue by Councillors Moran and White.
- 2.2 It has been agreed that the Minutes be presented to the Safe, Sustainable Communities Committee as they become available.

3.0 RECOMMENDATIONS

- 3.1 It is recommended that the Committee note the contents of the report.

Albert Henderson
Corporate Director Education & Communities

Appendix 1

BOARD OF STRATHCLYDE FIRE AND RESCUE

Minutes of meeting held in Committee Room 1, Council Offices, Hamilton on 11 August 2011

Chair:

North Lanarkshire: Councillor Brian Wallace (Convener)

Councillors Present:

Argyll and Bute	Al Reay and Daniel Kelly
East Ayrshire	Jim Todd
East Dunbartonshire	John Dempsey
East Renfrewshire	Ralph Robertson
Glasgow City	Stephen Dorman, Allison Hunter, Ellen Hurcombe, Catherine McMaster, Tommy Morrison (Vice Convener) and Alison Thewliss
Inverclyde	George White
North Ayrshire	John Moffat and Pat McPhee
North Lanarkshire	Balwant Chadha, Peter Nolan and Paul Welsh
South Lanarkshire	John Anderson, Pam Clearie, Joe Lowe (Vice Convener) and James Malloy
West Dunbartonshire	George Black and Jim Finn

Councillors' Apologies:

East Ayrshire	John Knapp
East Dunbartonshire	Billy Hendry
Glasgow City	Hanzala Malik
Inverclyde	Robert Moran
North Lanarkshire	John Higgins
Renfrewshire	Carol Puthucheary and Marie McGurk
South Ayrshire	Bill Grant

Attending:

Clerk's Office

R McIlwain, Depute Clerk and S Somerville, Administration Adviser, South Lanarkshire Council

Treasurer's Office

P Manning, Head of Finance, South Lanarkshire Council

Strathclyde Fire and Rescue

E Baird, Deputy Chief Officer; D Goodhew, Assistant Chief Officer (Operations); R Scott, Assistant Chief Officer (Training and Operational Review); A Shuttleworth, Assistant Chief Officer (Project Manager); I Morris, Head of Corporate Support and S O'Donnell, Head of Finance

Convener's Opening Remarks

The Convener referred to:-

- ◆ the death of former Board member, Councillor Donald Macdonald and, on behalf of the Board, expressed condolences to his wife and family. As a mark of respect, all present stood and observed a minute's silence
 - ◆ the decision by Douglas Wilson to step down as Clerk to the Board with effect from 31 August 2011. The Convener, on behalf of the Board, wished to express his appreciation for Douglas' hard work and contribution to the Board and wished him and his family well for the future
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1 Declaration of Interests

No interests were declared.

2 Minutes of Previous Meeting

The minutes of the meeting of the Board of Strathclyde Fire and Rescue held on 9 June 2011 were submitted for approval as a correct record.

The Board decided: that the minutes be approved as a correct record.

3 Capital Monitoring Report 2011/2012 for Period 1 April to 24 June 2011

A joint report dated 8 July 2011 by the Treasurer and Chief Officer was submitted on the committed and actual expenditure incurred in the period ending 24 June 2011. The report showed satisfactory levels of both committed and actual expenditure and would be the subject of close monitoring during the remainder of the financial year to ensure that the programme was satisfactorily implemented by 31 March 2012.

The Board decided: that the report be noted.

[Reference: Minutes of 9 June 2011 (Paragraph 3)]

4 Revenue Budgetary Control Report 2011/2012 for Period 1 April to 24 June 2011

A joint report dated 11 July 2011 by the Treasurer and Chief Officer was submitted on the revenue budgetary position of Strathclyde Fire and Rescue for the period 1 April to 24 June 2011. This showed an underspend for the period of £214,000. The Chief Officer would endeavour to ensure that, on balance, all variances were contained within overall budgeted resources and that the level of reserves carried forward would be in compliance with statutory limits.

The Board decided: that the report be noted.

[Reference: Minutes of 9 June 2011 (Paragraph 4)]

5 Efficiency Statement 2010/2011

A joint report dated 4 July 2011 by the Treasurer and Chief Officer was submitted on Strathclyde Fire and Rescue's Efficiency Statement for 2010/2011.

In terms of the local authority Concordat agreed between COSLA and the Scottish Government, all local authority bodies, including Joint Boards, were required to demonstrate 2% efficiency savings per annum over the period of the Spending Review.

Details of both cashable and non cashable efficiency measures implemented in the financial year 2010/2011 were provided in the appendix to the report. A total of £8.865 million (7.0%) of cash-releasing savings had been achieved in the course of the financial year.

It was noted that this matter had been considered by the Budget Scrutiny Forum at its meeting on 20 June 2011.

The Board decided: that Strathclyde Fire and Rescue's Efficiency Statement for 2010/2011, as outlined in the appendix to the report, be approved.

[Reference: Minutes of Budget Scrutiny Forum of 20 June 2011 (Paragraph 5)]

6 Contract for Supply of Water and Waste Water Service and Provision of Automated Meter Reading Services

A report dated 14 July 2011 by the Chief Officer was submitted advising that the Scottish Procurement and Commercial Directorate had undertaken a tender process on behalf of all public sector bodies for the establishment of a National Contract for Water and Waste Water Services/Automated Meter Reading Services.

Following analysis of tender submissions received by the Scottish Procurement and Commercial Directorate, the following suppliers had been awarded the contract for the provision of Water and Waste Water Services/Automated Meter Reading Services:-

- ◆ Business Stream, Edinburgh
- ◆ Stark International Software Ltd, Surrey

It was anticipated that savings of approximately £20,000 per annum might be achieved through the use of the National Contract.

It was recommended that Strathclyde Fire and Rescue participate in the National Contract for Water and Waste Water Services/Automated Meter Reading Services.

The Board decided: that Strathclyde Fire and Rescue participate in the National Contract, established by the Scottish Procurement and Commercial Directorate, for Water and Waste Water Services/Automated Meter Reading Services.

7 Contract for Provision of General Office Stationery and Office Paper

A report dated 14 July 2011 by the Chief Officer was submitted advising that the Scottish Procurement and Commercial Directorate had undertaken a tender process on behalf of all public sector bodies for the establishment of a National Contract for general stationery and office paper from 1 September 2011 to 31 August 2013.

Following analysis of tender submissions received by the Scottish Procurement and Commercial Directorate, Office Depot UK Ltd, East Kilbride, being the most economically advantageous tender, had been awarded the National Contract for the provision of general stationery and office paper.

It was anticipated that savings of approximately 7.20% against the current contractual pricing might be achieved by moving to a rationalised list of products.

It was recommended that Strathclyde Fire and Rescue participate in the National Contract for general stationery and office paper.

The Board decided:

that Strathclyde Fire and Rescue participate in the National Contract, established by the Scottish Procurement and Commercial Directorate, for general stationery and office paper from Office Depot UK Ltd, East Kilbride from 1 September 2011 until 31 August 2013, with an option to extend for a further 2-year period, at an anticipated spend of £100,000 per annum.

8 Framework Agreement – Purchase of Microsoft Enterprise Agreement

A report dated 14 July 2011 by the Chief Officer was submitted advising that Buying Solutions had undertaken a tender process on behalf of all public sector bodies for the establishment of a Framework Agreement for the provision of commoditised IT hardware and software.

Strathclyde Fire and Rescue had invited tenders from those organisations who were parties to the Framework Agreement and 3 tenders had been submitted.

An evaluation of the tenders was undertaken based on the following criteria:-

- ◆ whole life costs
- ◆ value added service provision
- ◆ management of the Enterprise Agreement
- ◆ service provider ability and expertise
- ◆ Service Level Agreement provision

It was recommended that the offer from Software Box Ltd, York, at an estimated annual cost of £243,264.83, for the provision of a Microsoft Enterprise Agreement for a 3-year period be accepted.

The Board decided:

that the offer submitted by Software Box Ltd, York, at an estimated annual cost of £243,364.83, for the provision of a Microsoft Enterprise Agreement for a 3-year period, be accepted.

9 Tender for Refurbishment of Kilwinning Community Fire Station

A report dated 14 July 2011 by the Chief Officer was submitted on tenders received for the refurbishment of Kilwinning Community Fire Station.

The Kilwinning Community Fire Station refurbishment had been identified as a priority through asset management planning. Works would include:-

- ◆ the refurbishment of the existing building, infrastructure and grounds
 - ◆ upgrade of services and installations to ensure compliance with current Workplace Regulations
 - ◆ the rationalisation of accommodation to ensure best use of floor space based on current operational requirements
 - ◆ the provision of dignified accommodation, in line with SFR's policy of Fairness and Equality, and modern training facilities and gymnasium
 - ◆ DDA compliant access and facilities to ensure the premises have the capacity of functioning as a community asset
 - ◆ a design to current standards and best practice to ensure an energy efficient building which would minimise the carbon footprint and associated running costs
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Tender documents had been issued to 7 organisations and all had submitted a tender by the closing date. An evaluation of those tenders was undertaken based on the following criteria:-

- ◆ cost
- ◆ technical requirements
- ◆ contract management
- ◆ logistics
- ◆ community benefits
- ◆ quality control

It was recommended that the most economically advantageous offer received from Clark Contracts Ltd, Paisley, at a cost of £1,137,199.77, for the refurbishment of Kilwinning Community Fire Station, be accepted. Financial provision had been made to meet this expenditure.

The Board decided: that the offer submitted by Clark Contracts Ltd, Paisley, at a cost of £1,137,199.77, for the refurbishment of Kilwinning Community Fire Station, being the most economically advantageous offer, be accepted.

10 Training Centre Project Update and Proposed Development of Phase 4, Technical Rescue Zone

A report dated 12 July 2011 by the Chief Officer was submitted on the progress of the new Service Training Centre at Clydesmill, Cambuslang.

At its meeting on 10 April 2008, the Board considered the Strategic Business Case which identified the following 5 phases for the delivery of the project:-

- ◆ academic building
- ◆ practical facilities block
- ◆ safety village
- ◆ technical rescue zone
- ◆ health and fitness block and water rescue facility

Despite early delays due to inclement weather, construction work was on schedule for the estimated completion date of 27 February 2012, with a move-in date of 2 April 2012.

It was noted that:-

- ◆ the academic block had been accredited with a rating of 78% under the Building Research Establishment Environmental Assessment Method (BREEAM), giving it an "Excellent" rating
- ◆ realisation of significant savings against the original capital budget of £37.2 million had led to a current budget forecast underspend of £5.2 million. In addition, it was anticipated that additional savings might be realised from the project contingencies

In view of a capital grant which had been identified from the Scottish Government, together with projected contingency savings and the overall financial position of the project, an opportunity had arisen to develop Phase 4, technical rescue zone, to significantly enhance SFR's technical training facilities. An outline business case had been prepared which estimated the overall cost for the technical rescue zone to be between £2.5 million and £3 million. It was anticipated that this would be achieved within approved budgets and timescales.

A Shuttleworth, Assistant Chief Officer (Project Manager) gave a presentation on progress with the Training Centre Project.

The Board decided:

- (1) that the progress of phases 1 to 3 of the Training Centre Project be noted;
- (2) that approval be granted for the Chief Officer to proceed with the development of Phase 4, the Technical Rescue Training Zone; and
- (3) that a report on the outcome of the tender process for Phase 4 be submitted to a future meeting of the Board.

[Reference: Minutes of 12 August 2010 (Paragraphs 6 and 7) and Minutes of 10 April 2008 (Paragraph 5)]

Councillor Todd entered the meeting during this item of business

11 Reform of Scotland's Fire and Rescue Services – Proposals by the Chief Fire Officers' Association Scotland

A report dated 26 July 2011 by the Deputy Chief Officer was submitted on proposals published by the Chief Fire Officers' Association Scotland (CFOAS) entitled "Making Scotland Safer and Stronger – Your Scottish Fire and Rescue Services".

At its meeting on 14 April 2011, the Board considered the consultation document issued by the Scottish Government regarding the future of Fire and Rescue Services in Scotland which outlined the following 3 options for the future of the Service:-

- ◆ Option 1 - a single Fire and Rescue Service structure
- ◆ Option 2 - a regional structure
- ◆ Option 3 - the current 8 Service structure with enhanced collaboration

The Scottish Government had indicated that their preference was for a single Service.

In response to the proposals to reform Scotland's Fire and Rescue Services, CFOAS had produced a document entitled "Making Scotland Safer and Stronger: Your Scottish Fire and Rescue Services", which was attached as an appendix to the report. The report advocated that the Service remain rooted within local government through the Joint Board structure, working to improve outcomes in partnership with local government and other key stakeholders. The proposals aimed to enhance accountability through closer links to Council wards by the development of a regional, 3 or 4 Service structure.

The aim of the regional structure was to:-

- ◆ create self-sufficient organisational models
- ◆ improve Service standards and build capacity across Scotland
- ◆ protect the front line
- ◆ deliver economies of scale and realise significant savings of approximately 11.2%
- ◆ manage the transition without the need for compulsory redundancies

The Board decided:

- (1) that the contents of the report and appendix be noted; and
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- (2) that a special meeting of the Board of Strathclyde Fire and Rescue be arranged for 29 August 2011 to consider proposals for the reform of Scotland's Fire and Rescue Services.

[Reference: Minutes of 14 April 2011 (Paragraph 8)]

12 Schedule of Board Meetings in 2012

A report dated 19 July 2011 by the Clerk was submitted on dates for meetings of the Board to be held during 2012.

The proposed dates for 2012 were detailed in the report.

The Board decided: that the dates for the Board meetings to be held in 2012 be approved.

13 APSE Annual Seminar – 7 and 8 September 2011

A joint report dated 14 July 2011 by the Clerk and Chief Officer was submitted on the APSE Annual Seminar 2011, Changing World – Changing Services, to be held in Bristol on 7 and 8 September 2011.

It was proposed that the Board be represented at this Seminar by the Convener, or his nominated representative. The delegate fee of £389, travel and accommodation costs would be met from existing budgetary resources.

The Board decided: that the Convener, or his nominated representative, attend the APSE Annual Seminar 2011 – Changing World, Changing Services, to be held in Bristol on 7 and 8 September 2011.

14 Draft Accounts 2010/2011

A joint report dated 14 July 2011 by the Treasurer and Chief Officer was submitted giving details on:-

- ◆ the Board's draft Statement of Accounts for 2010/2011 and financial position as at 31 March 2011
- ◆ the cumulative fund balance of £11.096 million, as at 31 March 2011
- ◆ the treatment, for accounting purposes, of funds invested with the Heritable Bank which would result in a loss of £0.407 million on the revenue account
- ◆ the requirement of the new pension funding arrangements to transfer the remaining cumulative fund balance of £1.372 million to the pension account on 1 April 2010 to offset the deficit on that account which would be met by the Scottish Government

The Board decided:

- (1) that the draft Statement of Accounts, as detailed in the appendix to the report, and financial position at 31 March 2011, be noted; and
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- (2) that, following completion of the audit process, the final audited Statement of Accounts for 2010/2011 be provided to Board members.

[Reference: Minutes of 12 August 2010 (Paragraph 9)]

15 Treasury Management Activity and Prudential Code Indicators for 2010/2011

A joint report dated 14 July 2011 by the Treasurer and Chief Officer was submitted on the Treasury Management Activity and Prudential Code Indicators for 2010/2011.

The main highlights of activity during that year had been:-

- ◆ no new borrowing had been undertaken resulting in a year end gross debt of £39.449 million, with fixed rate loans from the Public Works Loans Board (PWLB) making up 93%
- ◆ the overall cost of borrowing had reduced by £0.462 million in comparison to 2009/2010
- ◆ short term investments, which totalled £38.577 million, as at 31 March 2011
- ◆ the level of investment return of £0.173 million which, at an average rate of 0.48%, offset, in part, the cost of borrowing
- ◆ the Board's pooled rate of interest of 12.267%

The Board's Capital Financing Requirement was £3.048 million less than estimated as a result of making revenue funding contributions both in 2010/2011 and in 2009/2010, as well as higher than anticipated government grant funding, predominantly in relation to carbonaceous training units which had not been awarded when estimates were made.

The Board decided: that the Treasury Management Activity and Prudential Code Indicators for 2010/2011, as detailed in the appendices to the report, be noted.

[Reference: Minutes of 12 August 2010 (Paragraph 10)]

16 Change in Membership of Board

A report dated 29 July by the Depute Clerk was submitted advising of a change to the membership of the Board for Renfrewshire Council.

Councillor Carol Puthuchearny had replaced Councillor George Adam as their representative on the Board.

The Board decided: that the change in Board membership for Renfrewshire Council be noted.

17 Minutes of Meeting of the Budget Scrutiny Forum

The minutes of the meeting of the Board's Budget Scrutiny Forum held on 20 June 2011 were submitted.

The Board decided: that the minutes be noted.

18 Urgent Business

There were no items of urgent business.

BOARD OF STRATHCLYDE FIRE AND RESCUE

Minutes of special meeting held in Committee Room 1, Council Offices, Hamilton on 29 August 2011

Chair:

North Lanarkshire: Councillor Brian Wallace (Convener)

Councillors Present:

Argyll and Bute	Daniel Kelly
East Ayrshire	Jim Todd
East Renfrewshire	Ralph Robertson
Glasgow City	Ellen Hurcombe, Tommy Morrison (Vice Convener) and Alison Thewliss
Inverclyde	George White
North Ayrshire	John Moffat and Pat McPhee
North Lanarkshire	John Higgins and Paul Welsh
South Ayrshire	John Allan
South Lanarkshire	John Anderson, Pam Clearie, Joe Lowe (Vice Convener) and James Malloy
West Dunbartonshire	George Black

Councillors' Apologies:

Argyll and Bute:	Al Reay
East Ayrshire	John Knapp and Jimmy Kelly
East Dunbartonshire	John Dempsey and Billy Hendry
East Renfrewshire	Betty Cunningham
Glasgow City	Aileen Collieran, Allison Hunter, Hanzala Malik and Catherine McMaster
Inverclyde	Robert Moran
North Lanarkshire	Balwant Chadha
Renfrewshire	Carol Puthucheary and Marie McGurk
South Ayrshire	Bill Grant
West Dunbartonshire	Jim Finn

Attending:

Clerk's Office

R McIlwain, Depute Clerk and S Somerville, Administration Adviser, South Lanarkshire Council

Treasurer's Office

L O'Hagan, Finance Manager (Accounting and Budgeting), South Lanarkshire Council

Strathclyde Fire and Rescue

B Sweeney, Chief Officer; E Baird, Deputy Chief Officer; D Goodhew, Assistant Chief Officer (Operations); L Ramsay, Assistant Chief Officer (Community Safety) and S O'Donnell, Head of Finance

Also Attending:

Tayside Fire and Rescue Service and Vice Chair of the Chief Fire Officers' Association Scotland (CFOAS)

D Boyle, Deputy Chief Fire Officer

Opening Remarks

The Depute Clerk advised that this special meeting of the Board had been arranged to provide members with the opportunity to consider fully the proposals for the Reform of Scotland's Fire and

Rescue Services prior to a decision being taken. Strathclyde Fire and Rescue had requested that the Scottish Government's draft Outline Business Case be presented to the Board and, if appropriate, that a representative from the Scottish Government attend this meeting. The Scottish Government had confirmed in writing that it was happy to meet those requests but had since, at short notice, retracted its agreement. The Depute Clerk also advised that the Minister's decision on the future of Scotland's Fire and Rescue Services was expected in early September and, following that decision, Scottish Government representatives would be in a position to attend a future Board meeting.

The Convener welcomed Deputy Chief Officer Dave Boyle, Tayside Fire and Rescue Service and Vice-Chair of CFOAS to the special Board meeting.

Order of Business

The Board decided: that the items of business be dealt with in the order minuted below.

1 Declaration of Interests

No interests were declared.

2(a) Reform of Scotland's Fire and Rescue Services – Results of the Consultation on the Future of the Fire and Rescue Service in Scotland

A report dated 16 August 2011 by the Chief Officer was submitted on the results of the consultation on the Future of the Fire and Rescue Service in Scotland.

The findings of the report by George Street Research, who had been commissioned by the Scottish Government, had shown that 171 responses had been received, which included 66 responses from individuals and 105 responses from organisations. Both the Board of Strathclyde Fire and Rescue and the Service itself had responded. In addition, George Street Research had held 5 focus groups with members of the public.

The main findings of the consultation were as follows:-

- ◆ that there was support for the vision, the option to decentralise and the benefits as set out, with the key principles being particularly well received. However, many respondents had felt that the Service was already decentralised, with the proposed single option more like centralisation. Respondents had suggested that the main priority for improvement was increased partnership working or collaboration
 - ◆ local involvement and accountability had been a key theme with local decision-making being seen as of paramount importance
 - ◆ the lack of detail or fully costed proposals had made it difficult for definitive answers to be given
 - ◆ the need for change had been acknowledged although it was recognised that a move towards efficiencies was already taking place
 - ◆ the need to consider the outcome of the Christie Commission had been highlighted
 - ◆ almost half of the respondents did not reply to the question of whether the number of Fire and Rescue Services needed to be reduced
 - ◆ of those who did express a view, more favoured the regional rather than a single structure
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- ◆ closer working with the Ambulance Service had been supported
- ◆ at the focus groups, attendees had been less concerned about structure than the impact on local services

The Chief Officer advised that it was anticipated that an announcement on the decision of the future of Scotland's Fire and Rescue Services would be made on 7 September 2011, with more detailed information being available on 8 September 2011.

The Board decided: that the report be noted.

2(b) Reform of Scotland's Fire and Rescue Services – Proposal by the Chief Fire Officers' Association Scotland

A report dated 16 August 2011 by the Chief Officer was submitted on proposals published by the Chief Fire Officers' Association Scotland (CFOAS) entitled "Making Scotland Safer and Stronger – Your Scottish Fire and Rescue Services".

At its meeting on 11 August 2011, the Board had agreed that a special meeting be arranged to consider proposals for the reform of Scotland's Fire and Rescue Services.

Deputy Chief Officer Boyle, Vice-Convener of CFOAS gave a presentation on proposals for reform and outlined CFOAS' preferred option for the development of a regional 3 or 4 Service structure to ensure that the Service remained rooted within local government through the Joint Board structure.

Councillor Wallace, seconded by Councillor Lowe, moved that the Board support a 3 Service regional model structure for the reform of the Service. Councillor Black moved that the Board support a regional model structure and that it engage in meaningful consultation with representative bodies with immediate effect. Councillor Wallace amended his motion to include the proposal put forward by Councillor Black. This was seconded by Councillor Lowe. Councillor Welsh, seconded by Councillor Anderson, moved as an amendment that consideration of the matter be continued to a future meeting of the Board to allow the opportunity to consider the Scottish Government's Outline Business Case as it might or might not support a single Fire Service. On a vote being taken by roll call, members voted as follows:-

Motion:

G Black, P Clearie, J Higgins, E Hurcombe, D Kelly, J Lowe, J Malloy, J Moffat, T Morrison, R Robertson, B Wallace, G White

Amendment:

J Allan, J Anderson, P McPhee, A Thewliss, J Todd, P Welsh

6 members voted for the amendment and 12 for the motion which was declared carried.

The Board decided:

- (1) that a 3 regional Service structure be supported and that the Board engage in meaningful consultation with representative bodies with immediate effect; and
- (2) that the Scottish Government be advised of the Board's decision.

[Reference: Minutes of 11 August 2011 (Paragraph 11)]

3 Urgent Business

There were no items of urgent business.
