

## TAYSIDE FIRE AND RESCUE BOARD

Minute of Meeting of the Tayside Fire and Rescue Board held in the Town and County Hall, Forfar on Monday 19 November 2012 at 11.35am.

Present: Angus Council

Councillor P Valentine, Provost H Oswald, Councillors R Myles and S Welsh.

Dundee City Council

Councillors C Roberts, J Alexander, D Bowes, M Asif (substitute for Councillor L Brennan) J Black, R McCready and Bailie H Wright (substitute for Councillor G Cruickshank).

Perth and Kinross Council

Councillors A Munro, H Anderson (substitute for Councillor D Pover), E Maclachlan, A Stewart and W Wilson.

Also in attendance: D Boyle and M Nicolson (both Tayside Fire and Rescue); G Taylor, Clerk, J Symon, Treasurer, J Clark, Internal Auditor and C Irons, Committee Officer (all Perth and Kinross Council) and P Tate (Audit Scotland, External Auditors).

Apologies for Absence: Councillor B Bowles (Angus Council), Councillors L Brennan and G Cruickshank (both Dundee City Council) and Councillor D Pover (Perth and Kinross Council)

Councillor P Valentine, Presiding

### **1. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made in terms of the Councillors' Code of Conduct.

### **2. MINUTES OF PREVIOUS MEETINGS**

#### **(i) Tayside Fire and Rescue Board – 27 August 2012**

The minute of meeting of Tayside Fire and Rescue Board of 27 August 2012 was submitted, approved as a correct record and authorised for signature.

#### **(ii) Special Tayside Fire and Rescue Board – 10 September 2012**

The minute of the special meeting of Tayside Fire and Rescue Board of 10 September 2012 was submitted, approved as a correct record and authorised for signature.

**3. APPOINTMENT OF OFFICERS TO THE SCOTTISH FIRE AND RESCUE SERVICE – IMPLICATIONS FOR SENIOR MANAGEMENT STRUCTURE OF TAYSIDE FIRE AND RESCUE**

Prior to proceeding with the agenda for the meeting, the Convener advised that both Dave Boyle, Acting Chief Fire Officer, and Peter Murray, Acting Deputy Chief Fire Officer, had been appointed to posts within the Scottish Fire and Rescue Service. Provost H Oswald congratulated both D Boyle and P Murray on their appointments and referred to the success of Tayside Fire and Rescue. Councillor W Wilson also offered congratulations and referred to the Board's responsibility for a seamless transition to the new Scottish Fire and Rescue Service. Councillor R McCready requested that the Board be kept up to date with management changes. Councillor R Myles highlighted the two appointments as a compliment to Tayside Fire and Rescue. Councillor J Black questioned if officers from other Fire and Rescue Services could be seconded to Tayside Fire and Rescue.

D Boyle confirmed his commitment to remain with Tayside Fire and Rescue until 31 March 2013, but added that as P Murray had been on a secondment to Tayside Fire and Rescue, it was likely that he would move to his new post at an early date. However, D Boyle advised that in order to ensure that managerial and gold command resilience was maintained consideration would now be given to those on secondment from Tayside Fire and Rescue returning to their roles there.

**Resolved:**

- (i) The appointment of Acting Chief Fire Officer Dave Boyle, and Acting Deputy Chief Fire Officer, Peter Murray to the senior management structure of the Scottish Fire and Rescue Service be noted.
- (ii) It be noted that the Acting Chief Fire Officer would remain in his current post to 31 March 2013.
- (iii) It be remitted to the Clerk and Treasurer of the Board, in consultation with the Convener and Vice-Conveners of the Board, to determine a release date for Mr Murray from Tayside Fire and Rescue.
- (iv) It be remitted to the Acting Chief Fire Officer and the Clerk and Treasurer to the Board in consultation with the Convener and Vice-Conveners of the Board to explore viable options to ensure managerial and gold command resilience was maintained in Tayside Fire and Rescue Service.
- (v) A report be submitted to the next meeting of the Board on new arrangements put in place.

**4. AUDIT SCOTLAND: ANNUAL REPORT ON THE 2011/12 AUDIT AND THE STATEMENT OF ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2012**

There was submitted and noted a report by the Acting Chief Fire Officer and Treasurer (FB/12/24) presenting the Board's External Auditors Annual Report on the 2011/12 audit together with the Audited Statement of Accounts for 2011/12.

**5. AUDIT SCOTLAND REPORT TO THOSE CHARGED WITH GOVERNANCE ON THE 2011/12 AUDIT**

There was submitted and noted a report by the Acting Chief Fire Officer and Treasurer (FB/12/25) on Audit Scotland's report to those charged with governance of the Board's financial affairs following the audit of the 2011/12 financial accounts, which had been approved by the Convener, Treasurer and Acting Chief Fire Officer prior to the statement of accounts being authorised for issue by the Treasurer be noted.

**6. INTERNAL AUDIT PLAN FOR 2012/13**

There was submitted a report by the Chief Internal Auditor (FB/12/26) on the proposed Internal Audit Plan for the remainder of the financial year 2012/13.

**Resolved:**

The Internal Audit Plan for the remainder of 2012/13 be approved.

**7. EXPENDITURE MONITORING 2012/13**

There was submitted a report by the Acting Chief Fire Officer and Treasurer (FB/12/27) providing an update on the Board's projected revenue and capital expenditure for 2012/13 as at 30 September 2012.

**Resolved:**

- (i) The Board's financial position as at 30 September 2012 be noted.
- (ii) Additional expenditure as detailed in Paragraph 3.4 of Report FB/12/27 be approved.

**8. 2012 FIREFIGHTERS' PAY SETTLEMENT**

There was submitted and noted a report by the Acting Chief Fire Officer and Treasurer (FB/12/28) providing an update on the 1% pay award for firefighters' and control staff from 1 July 2012.

**9. FIRE SERVICE REFORM – STATE OF READINESS REPORT**

There was submitted and noted a report by the Acting Chief Fire Officer and Treasurer (FB/12/29) providing an update on the current activity on fire reform in relation to financial management and funding. It was also noted that further updates on progress would be submitted as appropriate to future meetings of the Board.

**10. SCOTTISH FIRE AND RESCUE SERVICE – TRANSFER OF STAFF**

There was submitted a report by the Staff Transfer Project Board (FB/12/30) providing an update on the transfer of firefighters and support staff employed by Joint Boards and Local Authorities to the Scottish Fire and Rescue Service (SFRS).

**Resolved:**

- (i) The work being undertaken to allow for the transfer of employees to the SFRS on 1 April 2013 be noted.
- (ii) A progress report from the Transfer Project Board be sought for submission to a future meeting of the Board.

**11. VOLUNTARY SEVERANCE SCHEME AND APPLICATIONS FROM SUPPORT STAFF**

There was submitted a report by the Acting Chief Fire Officer (FB/12/31) on a proposed voluntary severance scheme for support staff.

**Resolved:**

- (i) The voluntary severance scheme as outlined in Report FB/12/31 be approved.
- (ii) That the Acting Chief Fire Officer consider applications in advance of the Scottish Fire and Rescue Service (SFRS) being established on 1 April 2013.
- (iii) That it be noted that Scottish Government funding may be available prior to 31 March 2013 which would allow the scheme to be implemented before the end of the financial year, failing which the Scheme would not be implemented until 1 April 2013 and would be funded by the SFRS, but that in either event the Board reserves or underspends would not be used to finance the scheme without further recourse to the Board.

**12. TAYSIDE FIRE AND RESCUE QUARTERLY ACTIVITY REPORT: JULY – SEPTEMBER 2012**

There was submitted a report by the Acting Chief Fire Officer (FB/12/32) presenting the Tayside Fire and Rescue Quarterly Activity Report for the second quarter of 2012/13.

**13. PROPOSED VARIANCE TO THE 'TOWARDS A SAFER TAYSIDE 2012' – CONSULTATION PROCESS**

There was submitted a report by the Acting Chief Fire Officer (FB/12/33) on the impact of the Police and Fire Reform (Scotland) Act 2012 on the current service planning schedule and highlighted a number of options for consideration.

**Resolved:**

The service planning schedule be approved subject to the following actions:-

- (i) Internal stakeholder consultation on the continuous improvement document be undertaken.
- (ii) Support to the respective local authorities be provided to develop governance and scrutiny arrangements.
- (iii) Consultation on local authority fire and rescue plans with identified stakeholders be undertaken.

- (iv) The ongoing integration work within the northern hub incorporating Highlands, Grampian and Tayside be supported.

**14. DATE OF NEXT MEETING**

It was noted the next meeting was scheduled for Monday 28 January 2013 at 11.30am in the Council Building, 2 High Street, Perth.

