



SCOTTISH
FIRE AND RESCUE SERVICE

Working together for a safer Scotland

23 August 2017

TO ALL MEMBERS OF THE SCOTTISH FIRE AND RESCUE SERVICE

Dear Member

You are invited to attend the thirty fifth meeting of the Scottish Fire and Rescue Service Board as follows:

Date: Thursday 31 August 2017

Time: 1000 hrs

Venue: Braidwood Suite, Scottish Fire and Rescue Service Headquarters, Westburn Drive, Cambuslang, G72 7NA

The business for the meeting is detailed overleaf.

Tea/coffee will be available from 0930 hrs.

Should you require any other information, please contact Debbie Haddow on 07341 880523, or Group Manager Rab Middlemiss on 07740 112601.

Yours sincerely

A handwritten signature in black ink that reads 'Pat Watters CBE'.

PAT WATTERS CBE
Chair



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PUBLIC MEETING - SCOTTISH FIRE AND RESCUE SERVICE BOARD
THURSDAY 31 AUGUST 2017 @ 1000 HRS
BRAIDWOOD SUITE, SCOTTISH FIRE AND RESCUE HEADQUARTERS
WESTBURN DRIVE, CAMBUSLANG, G72 7NA

AGENDA

1 CHAIR'S WELCOME

2 APOLOGIES FOR ABSENCE

3 DECLARATION OF INTERESTS

Members should declare any financial and non-financial interest they have in the items of business for consideration, identifying the relevant agenda item, and the nature of their interest.

4 MINUTES OF PREVIOUS MEETING: 29 JUNE 2017 (attached)

The Board is asked to approve the minutes of the meeting held on 29 June 2017.

5 ACTION LOG (attached)

The Board is asked to note the updated Action Log and approve the closed actions.

6 DECISION LOG (attached)

The Board is asked to note the Decision Log.

7 CHAIR'S REPORT (verbal report)

The Board is asked to note the Chair's Report.

- 8 CHIEF OFFICER'S REPORT** *(verbal report)*
- The Board is asked to note the Chief Officer's Report.*
- 9 RESOURCE BUDGET MONITORING REPORT – JULY 2017**
(attached) S O'Donnell
- The Board is asked to note the report.*
- 10 CAPITAL BUDGET MONITORING REPORT – JULY 2017**
(attached) S O'Donnell
- The Board is asked to note the report.*
- 11 CRITICAL INCIDENT DEFINITION** *(attached)* L Ramsay
- The Board is asked to approve the report.*
- 12 ENVIRONMENTAL POLICY AND OBJECTIVES** *(attached)* S O'Donnell
- The Board is asked to approve the report.*
- 13 SOFT FACILITIES MANAGEMENT COMMODITY STRATEGY**
(attached) S O'Donnell
- The Board is asked to approve the report.*
- 14 STRATEGIC RISK GOVERNANCE FRAMEWORK** *(attached)* P Stark
- The Board is asked to approve the report.*
- 15 COMMITTEE REPORTS:** P Watters
- The Board is asked to note the following updates:*
- a. Audit & Risk Assurance Committee: Minutes of Meeting: 15 June 2017 (attached)*
 - b. Service Transformation Committee: Update of Meeting 29 August 2017 (verbal)*
 - c. Service Delivery Committee: Minutes of Meeting: 6 July 2017 (attached)*
 - d. Staff Governance Committee: Minutes of Meeting: 14 June 2017 (attached)*
- 16 DATE OF NEXT MEETING**
- Thursday 26 October 2017 at 1000 hrs

PRIVATE SESSION

17 PRIVATE MINUTES OF MEETING: 29 JUNE 2017 *(attached)*

The Board is asked to approve the minutes of the private meeting held on 29 June 2017.

18 THIRD REPORT ON SECOND FIRE KIT CHALLENGE *(attached)*

S O'Donnell

The Board is asked to approve the report.

19 ANNUAL MINISTERIAL PERFORMANCE REVIEW 2016/17
(attached)

M McAteer

The Board is asked to note the report.