



SCOTTISH
FIRE AND RESCUE SERVICE

Working together for a safer Scotland

20 March 2015

TO ALL MEMBERS OF THE SCOTTISH FIRE AND RESCUE SERVICE

Dear Member

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

Date: Thursday 26 March 2015

Time: 10.00am

Venue: **South Ayrshire Council, County Buildings, Wellington Square, Ayr, KA7 1DR**

The business for the meeting is detailed overleaf.

Tea/coffee will be available from 09.30am.

Should you require any other information, please contact Jo-Anne Breckenridge on 01738 475206, or AM Kenneth Fraser on 07734 582441.

Yours sincerely

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

PAT WATTERS CBE
Chair



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**SCOTTISH FIRE AND RESCUE SERVICE
THURSDAY 26 MARCH 2015 @ 10am
SOUTH AYRSHIRE COUNCIL, COUNTY BUILDINGS,
WELLINGTON SQUARE, AYR, KA7 1DR**

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: 26 FEBRUARY 2015 (attached)

The Board is asked to approve the minutes of the meeting held on 26 February 2015.

5. ACTION/DECISION LOG (attached)

The Board is asked to note the updated Action/Decision Log.

6. CHAIR'S REPORT (verbal report)

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

7. CHIEF OFFICER'S REPORT (verbal report)

The Board is asked to note the Chief Officer's Report.

8. COMMITTEES UPDATE:

- 8.1 Audit and Risk Assurance Committee** N Pirie
a. Committee Update (*attached*)
- 8.2 Service Transformation Committee** M Dwarshuis
a. Committee Update (*attached*)
- 8.3 Local & Stakeholder Engagement Committee** G Thoms
a. Committee Update (*attached*)
- 8.4 Performance Committee (verbal report)** S Patten
a. Terms of Reference (*attached*)
- 8.5 Employee Partnership Forum (verbal report)** P Watters
a. Approved Minutes of Employee Partnership
Forum: 15 January 2015 (*attached*)
- The Board is asked to note the updates.*
- 9. SFRS HEADQUARTERS – OUTCOME OF OPTIONS APPRAISAL** A Clark
(*attached*)
- The Board is asked to approve the report.*
- 10. PROPERTY ESTATE – STRATEGIC INTENT: ABERDEEN
OFFICE ACCOMMODATION (attached)** S O'Donnell
- The Board is asked to approve the report.*
- 11. ANNUAL OPERATING PLAN 2015/16 (attached)** R Scott
- The Board is asked to approve the report.*
- 12. REVIEW OF INTERIM SCHEME OF DELEGATIONS (attached)** Chief Officer
- The Board is asked to approve the report.*
- 13. STATUTORY EQUALITY REPORTING (attached)** R Scott
- The Board is asked to approve the report.*
- 14. EQUAL PAY REPORT 2015 (attached)** D Vincent
- The Board is asked to approve the report.*

15. **DIGNITY AND INTEGRITY AT WORK POLICY** *(attached)* D Vincent
The Board is asked to approve the report.
16. **PROVISIONAL SCHEDULE OF MEETINGS OF THE BOARD AND ITS COMMITTEES 2015/16** *(attached)* P Watters
The Board is asked to approve the report.
17. **QUARTER 3 PERFORMANCE REPORT 2014/15** *(attached)* R Scott
The Board is asked to note the report.
18. **ANNUAL OPERATING PLAN 2014/15 - QUARTER 3 PROGRESS REPORT** *(attached)* R Scott
The Board is asked to note the report.
19. **CAPITAL MONITORING REPORT 2014/15 – FEBRUARY 2015** *(attached)* S O'Donnell
The Board is asked to note the report.
20. **RESOURCE BUDGET MONITORING REPORT – FEBRUARY 2015** *(attached)* S O'Donnell
The Board is asked to note the report.
21. **MANAGING ATTENDANCE POLICY** *(attached)* D Vincent
The Board is asked to note the report.
22. **DATE OF NEXT MEETING**
Thursday 28 May 2015 at 10am in Galashiels with a Stakeholder Engagement Event taking place the previous evening.
The following reports will be considered in a closed private session.
23. **PAY AND REWARD FRAMEWORK** *(to follow)* D Vincent
The Board is asked to approve the report.
24. **MOD PARTNERSHIP ARRANGEMENTS** *(to be circulated at meeting)* I McCusker
The Board is asked to note the report.