MINUTES OF THE MEETING OF THE ROYAL BERKSHIRE FIRE AUTHORITY'S STRATEGIC ASSET MANAGEMENT COMMITTEE

Held on Tuesday 22 July 2014 at 6.30pm

Commercial Room, Whitley Wood Fire Station (Station 20), Whitley Wood Road, Reading, Berkshire, RG2 8FS

Members:		
(* present)		Councillor Joginder Bal
		Councillor Christine Bateson
		Councillor Paul Bryant
	*	Councillor Adrian Edwards *(Vice-Chairman)*
	*	Councillor Pauline Helliar-Symons
	*	Councillor Chris Maskell
	*	Councillor Tom McCann
	*	Councillor Angus Ross *(Chairman)*
	*	Councillor Colin Dudley
	*	Councillor Ian Pittock

In Attendance: Jan Chadaj (Interim Head of IT, IHIT)
Andy Fry (Chief Fire Officer, CFO)
Andrew Haste (Head of Transport and Engineering, HTE)
Linda Pye (Principal Policy Officer, PPO)
Caroline Redzikowska (Director, Corporate Services, DCS)
Andrew Vallance (Director of Resources, DR)

Action

4.   APOLOGIES FOR ABSENCE

An apology for inability to attend the meeting was received on behalf of Councillors Joginder Bal, Christine Bateson and Paul Bryant. Councillors Colin Dudley and Ian Pittock attended the meeting as substitutes.

The Committee expressed their condolences to Councillor Christine Bateson who had recently lost her husband. Thoughts were with her at this sad time.

5.   DECLARATIONS OF INTEREST

The Chairman declared a personal interest in agenda item 5 as he was a Member of the Sponsoring Group for the Joint Thames Valley Fire Control Service.

6.   MINUTES OF THE MEETINGS HELD ON 18 MARCH 2014 AND 25 JUNE 2014 AND MATTERS ARISING

Resolved:

That the Part I Minutes of the meetings held on 18th March 2014 and 25th June 2014 be approved as a true and correct record and signed by the Chairman.

7.   IT ASSET MANAGEMENT PLAN

Jan Chadaj, Interim Head of IT (IHIT), updated Members of the Strategic Asset

Management Committee on progress with the IT Asset Management Plan.

One of the objectives was to ensure that sustainable arrangements were in place for establishing, maintaining and using effective IT which meant that numerous changes were required to IT and the wider RBFRS community. Some of these were technology projects such as anti-virus and network security and others were technology solutions with process change such as an IT Help Desk with a logging mechanism for requests and problems. There were also behavioural changes such as building an RBFRS User Group who would be trained subject matter experts and points of contact as well as departmental owners of application change. It was also proposed to link technology to a Change Management process owned by an RBFRS change board.

There were a number of legacy projects as well as specific audit review actions and the IHIT provided an update on those legacy projects as follows:

Thames Valley Control – This project had many spin off technology projects that provided improved security and resilience. They were all due to be completed by December 2014 and included - replacement of the Station turnout systems; replacement of all station and BHQ networks; replacement of all station and BHQ corporate and public Wi-Fi; replacement of software, upgrade of operating system and encryption of data on MDTs; readdressing the networks across BHQ and control. The sub-projects were in varying stages of completion, but as mentioned earlier all were targeted for completion by December 2014.

BHQ Move - This project would enable not only a move of staff and their systems but also an improved server room, increased internet (broadband) capability and resilience, improved corporate and public Wi-Fi, greater network capacity, flexibility, monitoring and security. All of these sub-projects were either planned or in progress and were dependent on resource as well as practical completion and handover of the building. Completion of these projects was due in September 2014;

Enhancing Security - Legacy projects completed or in progress included the upgrade of antivirus on all Brigade PCs and servers as well as a monitoring process to ensure updates were in place; updating of the Brigade firewalls to ensure more secure networks and availability of encrypted and secure (password protected) USB data drives;

Improved Processes –

- Project Review – a complete review of all IT projects had been performed allowing for prioritisation, budgeting and capacity to deliver. This had enabled focus on the key significant projects above as well as those that delivered to a more effective use of IT.

- Implemented project management process in IT, linking to a business case and PID that allowed IT projects to be managed with the same tools and process. Risks and issues managed along with progress against plan and budgets managed in a single way.

- An IT Help Desk had been implemented. IT now had a database of nearly 3000 requests and problems that enabled statistical analysis to improve performance as well as a basis to start creating SLAs. A service desk and process had been successfully implemented with single e-mail address, single telephone number and online self service portal for all users to log and review their requests and

issues.

- A Business Support team of 3 staff had been formed using vacancies from previous roles. This team was primarily supporting FireWatch as well as managing the upgrade to the next version and addition of mobilisation aspects of TVCP. This was a 300+ day project with significant input from many departments who needed to document all business operational processes, test them and ensure that they worked in the new version. Reports would also be migrated and significant investment in training had occurred. This team was taking on support of all other business applications with its primary objective of ensuring requirements and delivery were to the Brigade. Phase two would be to align RBFRS use of FireWatch with the standard application.

- RBUG - The Royal Berkshire User Group had been set up to represent key departments and undertake the FireWatch 7.5 transition. This was a significant commitment that had brought greater understanding, clarity and working relationships across IT and the Brigade. It would be expanded to cover other applications.

- A licensing audit and review was in progress and would involve a truing up of licensing across the brigade. The desktop portion was complete and the server side was due for completion by September 2014.

- PC and desktop refresh – Windows 7 would be installed on the whole IT environment by the end of the year.

- Where possible Servers had been built to a standard model and put into a virtual environment that improved support, change and recovery. All system and data privileges were being reviewed to improve working efficiency as well as data protection conformity. A project PID had been created to ensure the delivery of the changes required.

The IHIT confirmed that there were still a large number of projects to address going forward.

Councillor Angus Ross thanked the IHIT as it appeared that real progress had been made. The IHIT had touched on the recruitment into the IT Business Support Team and Councillor Ross queried whether the right level of support had now been achieved. The IHIT responded that further support would be required. Resources had been concentrated on priority areas with a focus on the Business Support Team and in time it would become clearer whether that capacity was right. In terms of IT resilience there had been many strands of single skills and but the IHIT had worked hard to cross fertilise skills. There were still a few areas of isolated work which would need to be addressed going forward. The IHIT felt that there was insufficient resource in Network and Service Support and consideration was being given to various options in that area.

Councillor Chris Maskell asked for reassurance that all projects were on track and on time and whether there were any further issues the IHIT wished to raise. The IHIT confirmed that all major projects were on track to meet the deadlines but the service was being impacted by the strike action. Should there be any further strikes then there was a strong likelihood that it would be difficult to achieve targets and deadlines. It should be noted that there was no ability to move the deadlines for the Thames Valley Fire Control Project. The DR confirmed that if the current pattern of strike action continued then it might be necessary to bring in additional

resources from outside.

Councillor Ian Pittock queried whether there was a framework for security and whether a standard project management framework had been used. The IHIT confirmed that the security management process met ISO standard. In terms of project management the IHIT had used a light version of a framework which he had developed himself. It was questioned why it was proposed to use Windows 7 rather than Windows 8. The IHIT responded that he did not have the resources to train people to use the Windows 8 interface at the current time.

Councillor Tom McCann noted that resources had been freed up and processes had been put in place to enable staff to work more efficiently and this should therefore free up some capacity. It might also be possible to pass some work to other local authorities.

In regard to FireWatch the customisations would be removed and the product would be standardised but not everything would be covered off in the upgrade. Bucks were also moving to FireWatch and the RBFRS would have a support team in place which would be able to help them. It was noted that 23 brigades would then be on the FireWatch system.

Resolved:

The verbal report be noted.

8.   **APPROVAL OF FUNDING REQUIRED FOR UPGRADE TO FIREWATCH 7.5 IN SUPPORT OF CONTROL PROJECT FOR RBFRS**

Jan Chadaj, Interim Head of IT (IHIT), informed Members of the need to call on the Development Fund to finance the upgrade of the core Brigade application "FireWatch" from version 7.4 to 7.5 to enable Mobilisation for the proposed joint Thames Valley Fire Control project.

FireWatch was the main computer system used by the RBFRS and it provided input, processing and data for HR, Fleet, Transport, Learning and Development, Facilities, Health and Safety, Control, Performance and Planning and Crewing.

The Thames Valley Fire Control project required the three participating fire services to provide common 'mobilisation' data. In order for RBFRS to deliver this it required an upgrade of FireWatch as well as a recently released Mobilisation Module that could only run on the latest version of the software.

There would be a significant impact on RBFRS as follows:

- The IT Business Support Team which consisted of three staff would be committed for 100% of their time for the project duration which was currently scheduled to end on 10th December 2014;

- The appointment of a Super User would be required for 100% of the time for the duration of the project. This was a Service Delivery Officer with significant brigade operational knowledge and was the operational project lead;

- An RBFRS User Group would be set up to standardise and document operational procedures; test all operational procedures in the system; ensure reports were migrated; lead on knowledge cascade and training on behalf of their department;

- IT Networks and Server support would be committed for 20% of their time until

project end.

The total costs associated with this project were £126,499.80 and were broken down as set out in the report. Failure to remain with FireWatch and upgrade it to the next version in the very tight timescales required would lead to delays in the implementation of the Thames Valley Fire Control Project.

The IHIT confirmed that the Procurement Department had advised on items in the project costs and that the hardware would come from an approved Framework supplier. The detailed project costs had been identified in the project PID which had been approved by the Corporate Management Team. The original provision from the TVFC project was for an estimated £5,000 for the Mobilisation Module. These funds, however, had been reallocated to pay Capita for their portion of the mobilisation module hence the reason that that funding was no longer available for the Infographics module.

Councillor Adrian Edwards asked what level of contingency had been built in to the project. The IHIT confirmed that there was a 12% contingency provision and that as this was a project then there was a risk that unknown issues might arise.

Councillor Colin Dudley noted that there had originally been only £5k in the TVCP and the requirement had now risen to £126k. He asked why such a small amount had originally been put in the budget and why it had increased so significantly. He asked whether the costs would be shared with the other partners of FireWatch. The IHIT confirmed that costs would not be shared. The original budget estimate had been produced more than two years ago and had been purely for the Mobilisation Module. Items which were core to the Fire Control had been funded to that project significant parts of which were in relation to the Fire Service. Councillor Dudley was concerned that it was proposed that the project costs would be funded from the Development Fund and felt that it was being used as a 'slush fund'. He queried what would have happened if this fund had not been available and whether the project would still have been required. The DR confirmed that in a normal year there might have been some underspend which could have been used but in hindsight it was acknowledged that it would have been better if more notice could have been given. Councillor Ian Pittock stated that sometimes people put off doing upgrades and left a system until it became critical and was then often more expensive to put right. Councillor Angus Ross recalled that there had been a battle to get the capital project signed and underway and that this had taken up a great deal of time. He queried whether there would be a maintenance cost. The IHIT confirmed that there would be a maintenance cost of £5k per annum which would be a revenue cost and which had been budgeted for in future years.

Councillor Pauline Helliar-Symons also shared concerns about using the Development Fund as this was not an endless resource for funding. She also made reference to paragraph 4.3 which should be taken in conjunction with paragraph 3.4. The word in paragraph 3.4 which concerned her was 'currently' – "…. *the project duration which is currently scheduled to end on 10th December 2014*". This seemed to cast an element of doubt as to whether the project would be delivered on time and she asked for reassurances that this would not be the case. The IHIT advised that he was not responsible for the overall project but that he would ensure that deadlines for his part of the project were met. It was noted that two other authorities were depending on the completion of this project but the IHIT confirmed that he had no sight of their readiness or otherwise.

Councillor Tom McCann queried how much was in the Development Fund. The DR

confirmed that as stated in the report the current balance was £4.393m. Councillor McCann noted that budgets had only just been set and queried why this had not been included at that stage. The DR confirmed that the Control Project Team had brought this to the Fire Authority's attention at a late stage.

Councillor Ian Pittock queried whether back up was on hardware elsewhere or whether it was stored on tapes. The IHIT confirmed that full backups were undertaken across the board on tapes. Information could therefore be recovered but that this might take some time. He confirmed that discussions were ongoing with Bucks as they had spare capacity for back up and the Fire Authority would have spare racking space.

Councillor Angus Ross summarised that all members of the Committee shared concerns in relation to the way that this had arisen but that there was a need to move forward.

Resolved:

- The upgrade to FireWatch 7.5 for the Thames Valley Fire Control Project (TVFC) be agreed;

- The project cost of £126,499.80 to be funded from the Development Fund.

9.   FLEET/TRANSPORT STRATEGY 2015-17

Andrew Haste, the Head of Transport and Engineering (HTE), advised the Committee of the Fleet Strategy Document and outlined the policy for the fleet capital replacement programme for the 2015/17 financial years.

The draft Fleet Strategy set out in Appendix 1 formalised the acquisition, operation, maintenance and disposal of the fleet operated by the Royal Berkshire Fire and Rescue Service for the next two years. The Fire Authority had previously approved a capital budget for appliance replacements based on a 12 year programme for water tenders and 15 years for special appliances. Based on the current fleet policy of a 12 year replacement programme this meant replacing two water tender appliances in years one and two, and three appliances in year three on a rolling three year programme. Non-operational vehicles, cars and vans would be replaced on a seven to ten year basis based on condition and mileage of each vehicle.

Due to reductions in front line appliances implemented as a result of the IRMP reviews, no water tender appliances had been programmed for replacement during the 2013/14 financial year. A recent review of the fleet profile as a result of the need to review departmental budgets and other Fire and Rescue Service practice had identified the potential to increase the operational life from 12 years to 14 years based on lower operational usage for water tenders and this was now being implemented as part of the budget process. Despite six appliances being shown for replacement during the 2014/15 financial year, the introduction of the recent purchases of four rural 4x4 appliances would replace four of these appliances and therefore only two appliances would require replacement during the 2015/17 period to maintain the new 14 year programme.

Appendices 2, 3, 4 and 5 set out the current fleet in use and a short reasoning and use of each vehicle together with annual and total mileages for each one.

Councillor Ian Pittock noted that Appendix 2 did not list the fuel type for each of the vehicles and he wondered if the Service had considered a single fuel policy. The

HTE confirmed that all the vehicles used diesel.

Councillor Tom McCann stated that the fleet consisted of about 150 vehicles and some of the vehicles had done less than 1,000 miles a year and on top of that they all would need to be insured and taxed etc. He therefore felt that there could be some scope to consolidate these vehicles. Indeed, one vehicle had only done one mile. The HTE advised that the vehicle in question was part of the Youth Cadet Scheme and was therefore outside his control. It was, however, based at a full-time station and was used for education purposes. He would check the annual mileage figure as it did seem to be very low. In terms of the insurance the Fire Service had a blanket policy and reducing the fleet by a relatively small number would not make that much difference. The CFO referred Members to the mileage of the vehicle which was relatively high. The vehicle was out of service and worth little value and had therefore been retained to store kit and was used as part of the youth programme. This was a case of a low value asset being used for a highly valued programme. Councillor Chris Maskell said that it would be useful to have an indication in the table of the value of each vehicle to the brigade and the operational purpose. Councillor Colin Dudley referred to the vehicles used for youth development and the fact that they all had low annual mileage. He advised that he had attended a recent event where young people had attended to learn skills and had taken part in demonstrations and as a result they had grown and developed as people. He therefore felt that even if the vehicle only did one mile a year then the value of that would be immeasurable.

HTE

Councillor Adrian Edwards confirmed that on his visit to Mortimer Fire Station he noted that they had a 4x4 vehicle but that it was a retained station. The HTE confirmed that the brigade had four 4x4 vehicles as a result of a strategy which had been developed to give the Service more resilience. They were slightly more expensive to run but a decision had been made to place them on strategic retained stations.

Councillor Adrian Edwards was disappointed that the Strategy made no specific mention of electric vehicles. He confirmed that West Berkshire Council had two such vehicles with charging points. The HTE confirmed that the Strategy did refer to other methods of fuel but confirmed that electric vehicles would not be suitable for service/operational requirements as they were not designed for long duration use. Councillor Edwards suggested that consideration might also be given to installing charging points at all fire stations as a means of attracting income. Councillor Angus Ross confirmed that the purpose of this report was to agree a clear strategy and that a further report would be provided on the implementation of the strategy and priorities. The DR confirmed that the new HQ had provision for cabling for charging points.

Councillor Ian Pittock noted in paragraph 3.4 that there was potential to increase the operational life of the fleet from twelve to fourteen years and he queried whether there had been any Home Office guidance on this. The HTE confirmed that there was no best practice in place.

Councillor Angus Ross noted that there often appeared to be a large number of vehicles sitting in Dee Road a lot of the time doing nothing and he therefore queried whether the Service should be looking at more shared use of support vehicles.

Councillor Tom McCann stated that there did not appear to be anything new or radical in the strategy and therefore there was uncertainty about what the Service

would be getting out of it. The HTE responded that there had never been one document which had been visible and this was the first time that a list of vehicles had been provided. Councillor McCann felt that it would be good to look at the idea of pooling vehicles. The CFO confirmed that the new strategy was more about sharing/collaborative working, however, the Service could look at pooling with other areas. The HTE confirmed that discussions were already taking place with Hampshire on this issue and this could be broadened out to include Bucks and Oxon. Councillor Angus Ross asked if the Committee wanted to build on this or whether it was better to wait for the implementation plan. Councillor Colin Dudley stated that this was a strategic document and he felt that it did fit the bill, however, he would like to see where replacement of a non-operational vehicle was proposed, a question should be asked as to whether that replacement was actually required.

Resolved:

- The Fleet Strategy for 2015/17 as set out in Appendix 1 be agreed with the inclusion of two items:
  - Look at the possibility of pooling of support vehicles
  - Check to ensure that replacement of non-operational vehicles was necessary;
- The information contained in Appendices 2, 3, 4 and 5 be noted.

10. UPDATE ON BHQ

Andrew Vallance, Director of Resources (DR), updated Members on progress in relation to the development of the new Brigade Headquarters at Theale Cross.

As reported to the Fire Authority on 25th June 2014, the main construction work had been substantially completed and the contractor was preparing the building for practical completion and hand over to the Fire Service on 26th June 2014. This followed a period of substantial delay, the consequence of which was that the original contractual completion date of 18th April 2014 had not been achieved.

Detailed discussions had taken place with the contractor in order to agree a realistic contractual completion date without the need to revert to administering the contract. However, agreement could not be reached with the contractor and therefore the provisions of the contract that formed part of the design and build agreement were now being administered.

The contractor had submitted an Extension of Time notice under the contract together with a revised construction programme that showed their actual planned practical completion date would now be 26th June 2014. However, due to a number of quality issues not being satisfactorily addressed, the Fire Authority's professional advisors had recommended that the building should not be accepted on 26th June 2014 and therefore practical completion was not achieved. Negotiations were still ongoing with the contractor in relation to seeking a resolution to the outstanding issues and agreeing a new practical completion date. Negotiations with the contractor had enabled access to the control area within the new BHQ to be provided on 26th May 2014 to the Thames Valley Fire Control project and this had ensured that the programme had not been adversely impacted by the delays in the completion of the new BHQ.

Following practical completion and the building had been handed over to the Fire Authority, there would be an eight week programme to fit out the interior of the building and to relocate from Dee Road and a high level programme for the move had been set out in Appendix A. During this time building works identified during the snagging process would be completed by the contractor.

The DR confirmed that negotiations were continuing with the contractor with a view to prioritising the completion of the building to the required standard as soon as possible and that the administration of the contract would continue until an acceptable resolution had been achieved.

Resolved:

That the report be noted.

11.   PREMISES ASSET MANAGEMENT PLAN

Andrew Vallance, Director of Resources (DR), updated Members on the progress in the formulation of the Premises Asset Management Plan for the Fire Authority's property portfolio.

Condition surveys for all of the buildings within the Fire Authority's property portfolio had recently been completed which was a fundamental foundation for the evolving Asset Management Plan and would enable an assessment of the value of works required to individual buildings along with prioritisation of work packages. Analysis of the condition surveys would assist in the allocation and delivery of the capital programme for building works. Although the condition surveys provided information on the condition of the fabric and fixtures of individual buildings, they did not in themselves provide the strategy for how these building could or should be used in the future.

At its meeting on 25th June 2014 the Fire Authority had adopted a new strategic direction which was underpinned by six Strategic Commitments and supporting Policy Statements. As these commitments and policy statements were translated to deliverables on the ground then the requirements of the Fire Authority's property assets to facilitate their delivery would evolve and those requirements would be fed into the development and formulation of a holistic strategy for the Fire Authority's property portfolio.

Discussions were ongoing with a number of public bodies to consider opportunities in the sharing and rationalisation of property assets which aligned with the Government's objective of increased joint working and sharing of resources by different service providers. Any opportunities which arose would be considered alongside the evolving strategic direction of the Authority and would be included in the Premises Asset Management Plan for consideration by members. Meanwhile, whilst the Premises Asset Management Plan was being formulated, work would continue to be carried out on buildings in line with priorities identified within the condition surveys. Once the Premises Asset Management Plan had been completed it would be presented to this Committee for approval.

Councillor Angus Ross stressed the need to work with the Integrated Risk Management Plan Working Party (IRMPWP) and the Chief Fire Officer to prioritise maintenance work in order that resources were not wasted. However, it was a good start to have updated condition surveys in place. He asked if Officers could link in with the work of the IRMPWP and to report back to the next meeting of the

Strategic Asset Management Committee as to how that might work.

Resolved:

- That the report be noted;
- A report to be brought to the next meeting of the Strategic Asset Management Committee in relation to the prioritisation of maintenance work following liaison with the Integrated Risk Management Plan Working Party and the Chief Fire Officer.

12.   PROPERTY UPDATE

Andrew Vallance, Director of Resources (DR), updated Members on the construction of the new Fire Station at Tinkers Lane and the planned corporate communications for the sale of Windsor Fire Station.

Building work commenced in May 2014 on the new fire station at Tinkers Lane, Windsor. The site and building were owned by the RBWM whilst the staffing, equipment and operational management would be undertaken by RBFA. Building work was currently progressing as programmed with the steel frame having been erected and the modular building on target for delivery to site in early July. Construction was due to be completed in October 2014 following which the building would be handed over to the Fire Authority to enable the fitting out of the building for operations which was anticipated to take approximately six weeks.

The site at St. Mark's Road had been marketed for sale and a condition would be imposed to ensure that the sale would not be finalised until work at Tinkers Lane was finished and the new fire station was operational. During this time, St. Mark's Road would remain as a working fire station. A proposed corporate communications strategy was set out in Appendix A.

Resolved:

That the report be noted.

13.   2014/15 CAPITAL PROGRAMME

Andrew Vallance, Director of Resources (DR), informed the Strategic Asset Management Committee of capital expenditure against budgets for 2014/15. Capital expenditure to the end of June 2014 was £249k the detail of which was set out in Appendix A.

The DR noted that £241k had been spent on refurbishment of the new HQ.

In relation to the replacement for Dee Road Fire Station proposals were still awaited. Plan A had not been delivered and things had now moved on. If it was to be used for community assets then a decision would need to be made as to exactly what that should be. A decision would be required as to whether Plan A was still feasible and the DR confirmed that although there was no great time pressure things were moving on as buildings to the rear of the fire station had been demolished. Councillor Pauline Helliar-Symons stated that although she was in favour of community work the focus should be on saving lives. She therefore felt that there was still some merit in looking at providing a new station on the edge of the motorway at Theale. Perhaps a without prejudice discussion could take place

with the developer to see if there was still an appetite for this. Councillor Angus Ross confirmed that the Fire Service had previously looked for sites at Theale but that none had been identified but he suggested that this was something that could be looked at in parallel. Another option which had been considered was for a site at Pangbourne. The DCS said that one of the other reasons for looking at Theale had been to include a training centre as the capacity at Dee Road was limited. Councillor Tom McCann suggested that a decision could be made once the move into the new HQ was completed but the CFO responded that the sooner a decision was made the better as he would not like to see the site at Dee Road deteriorate. Councillor Angus Ross asked if a co-ordinated plan could be brought back to the next meeting of the Strategic Asset Management Committee once it had been considered at the Integrated Risk Management Plan Working Party.

Councillor Tom McCann referred to the Drill Tower at Slough Fire Station. A sum of £100k had been requested in the previous year as Members were told that the tower needed to be a certain size etc. It now appeared that the Drill Tower had been under review and that it was being scaled back and would therefore cost less. Although it was good news that it could be provided more cheaply Councillor McCann was concerned about the accuracy of the information provided on which the Committee was being asked to base its decision as they had been told at the time that it was essential that £100k was set aside for the Drill Tower. The DR confirmed that Service Delivery had been asked to look at that. The CFO confirmed that he would ensure that an answer to that question was provided to Members of the Committee.

CFO

Councillor Angus Ross asked if Service Delivery could also look at the replacement storage building at Caversham Road Fire Station. The DCS advised that a driving school had been located in the buildings at the rear of the site but it had been necessary to temporarily relocate to Mortimer Fire Station due to damage to the roof. Work on the damaged roof included the removal of asbestos and therefore it was a case of making the buildings safe and removing a risk to staff. The driving school had indicated that they would like to remain at Mortimer. Councillor Angus Ross noted that there appeared to be many uncertainties and a resolution was required as soon as possible.

Councillor Ian Pittock referred to the Forest Water Tender and asked where it was due to be located. The DR confirmed that RBFRS was in the final stages of acceptance which it was hoped would be finalised later that month. The project team were looking at locating it in Crowthorne or Slough. Councillor Colin Dudley queried why consideration was being given to Slough as there were no forests in Slough. The DR responded that there were limitations on where it could be located due to the size of the vehicle.

Resolved:

- That the report be noted;

- A report on the options for the replacement of Dee Road Fire Station to be brought to the next meeting of the Strategic Asset Management Committee following consideration at the Integrated Risk Management Plan Working Party.

14.   DATE OF NEXT MEETING

Tuesday 16th September 2014 at 5.30pm in Brigade Headquarters, Pincents Lane,

Calcot, Reading, RG31 7SP

15. EXCLUSION OF THE PUBLIC

That under Section 100(A)(4) of the Local Government Act 1972 (as amended), the public be excluded from the meeting for the following Agenda Items on the grounds that they involve the likely disclosure of exempt information, as defined in the Paragraph 1, 2 and 3 of Part I of Schedule 12A of the said Act indicated and is exempt information if, and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

16. PROPERTY UPDATE – PART II

Andrew Vallance, Director of Resources (DR), introduced the report. Following detailed consideration by the Committee the recommendation in the exempt report was agreed.

Resolved:

That the recommendations be agreed.

17. DISPOSAL OF WINDSOR FIRE STATION

Andrew Vallance, Director of Resources (DR), introduced the report. Following detailed consideration by the Committee the recommendation in the exempt report was agreed.
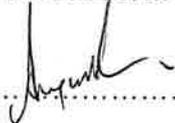
Resolved:

That the recommendations be agreed.

The meeting concluded at 8.47pm

Minutes signed by Chairman as a correct record:

Signature ....

Print Name ....A . J . Ross.............

Date signed ....16 . 9 . 2014.............