



**MINUTES OF THE PERFORMANCE AND OVERVIEW COMMITTEE held on 3 February 2010 at Lecture Theatre, FSHQ at 10:00.**

**PRESENT:** Councillors D Bateman, K Musgrave, A Needham, S Nelson, C Oliver, M Simon (Chair), N Wright and Independent Member W Ravenscroft

**PART 1 – MATTERS CONSIDERED IN PUBLIC**

**1 PROCEDURAL MATTERS**

**A Apologies for Absence**

There were no apologies of absence.

**B Declaration of Members' Interests**

There were no declarations of Members interests

**C Minutes of the Meeting of the Performance and Overview Committee held on Wednesday 2 December 2009**

**RESOLVED: That**

- [1] the minutes of the Meeting of the Committee held on 2 December be confirmed as a correct record subject to the following amendment:
- (i) that it be noted a presentation was made to Councillor Bateman a former Member of the Authority for his long service. Furthermore, the meeting of the Performance and Overview Committee held on 2 December 2009 was his last meeting as a Fire Authority Member and Councillor Bateman was presented with a Cheshire Fire and Rescue Service plaque by the Chair of the committee.

**MAJOR ITEMS REQUIRING DISCUSSION / DECISION**

**2 ALTERNATIVE STAFFING SYSTEMS AND PROPOSALS – UPDATE**

The Head of Unitary Performance presented Members with an update on the progress of introducing alternative staffing systems at Cheshire Fire and Rescue Service. It was noted that the project team would explore alternative options for crewing wholtime fire stations with an emphasis on providing flexibility in working patterns that would achieve the aims of the organisation and generate efficiencies. Furthermore it was advised that this research would be conducted in a number of phases, some of which would overlap.

The Head of Unitary Performance gave Members an overview of the phases within the project. It was advised that the initial business case was based on the South Yorkshire model however, a number of alternative business cases would now be produced based on working examples from within the Service and external examples from other organisations.

Furthermore the Head of Unitary Performance highlighted that there would be a number of risks involved in view of any change that was implemented. Additionally there may be financial implications that could be beneficial or a detriment to the organisation dependent on the chosen option. More information on costs would be highlighted in the business cases produced.

Members discussed the reason for change as there were no cashable efficiencies. It was advised by the Head of Unitary Performance that the financial implications would not be known until the businesses cases had been produced. However, he advised that the main purpose for change was training and to maximise resources during day time hours and to allow flexibility with resources. The costs and benefits would be presented to Members for consideration once developed.

Members agreed that the progress of research and developments within the project should be monitored and reports should be presented to future Performance and Overview meetings.

**RESOLVED: That**

[1] the report and progress be noted; and

[2] progress reports be provided to future Performance and Overview Committee meetings.

**3 WORK PLAN ITEM – PROGRESS REPORT ON REVISED UNWANTED FIRE SIGNALS (UwFS) POLICY**

The Head of Community Fire Protection presented Members with a progress report on the revised Unwanted Fire Signals (UwFS) Policy. The paper outlined the effectiveness of the current UwFS Policy and the current performance of the Service.

Members were advised that the purpose of the policy was to reduce the number of false activations generated by fire detection and fire alarm systems and the impact on the Service and the business community when responding to this type of call. It was further noted that responding to false alarms of this type impacted on time that could be used to attend emergencies and in preventing lives via the suite of Community Safety activities such as HSAs. Evidence suggested that people became complacent following a high number of false alarms therefore reducing the effectiveness of fire safety procedures in the event of a real fire.

The Head of Community Fire Protection advised Members that since the

introduction of the UwFS policy there had been a 40% reduction over a six year period. The Service target for 2009-10 was to reduce UwFS by 5% against the figures of 2008-09 and based on projected year-end figures the Service was expected to achieve an actual reduction of 5.8%.

Members noted that this issue would be discussed further at the Unitary Performance Meetings.

**RESOLVED: That**

[1] the report be noted; and

[2] the scope for the policy be extended to allow for more officer discretion to intervene and offer advice to the responsible person at an earlier stage.

**4 WORK PLAN ITEM – HQ NEW BUILD PROJECT PROGRESS REPORT**

The Head of Asset Management and the Head of Facilities presented Members with an update report on the Headquarters New Build. Members were advised that the new build would be completed on time and within the allocated budget. A staggered move into the new build would commence on 1 March 2010. Furthermore it was noted that the Command and Control training unit would be situated in the current Lecture Theatre. Work on this would commence at the end of February.

A Member questioned the energy performance of the current site and requested that a more detailed report be provided to a future meeting. It was felt that the energy performance was very poor in comparison to some fire stations. The Head of Facilities explained to Members that the usage on stations was dependant on whether it was a retained station. Retained stations would have a much lower usage as they were not manned. Moreover the HQ building was old and there was a significant amount of usage in the workshop.

Members were advised that a scheme was being looked into to replace the current oil boilers with gas boilers however this was still in its early stages. Other energy saving methods were also being reviewed.

**RESOLVED: That**

[1] the progress report be note; and

[2] a further report detailing the energy usage of each building be provided to a future meeting of the Performance and Overview Committee

**5 PROGRESS REPORT ON 2009-10 INTERNAL AUDIT PLAN**

The Director of Finance and Corporate Planning introduced the Internal Audit Manager to Members. The Audit Manager presented Members with a progress update relating to the 2009-10 Internal Audit Plan.

It was advised that the progress report summarised the findings and recommendations arising from the three audits that had been reported since the last update to Performance and Overview Committee. A further seven audit reports were being produced and findings would be presented to the next Performance and Overview Committee meeting.

The internal audit progress report summarised that the Authority could take substantial assurance that the controls upon which the organisation relied to manage risk as currently laid down and operated, were effective.

**RESOLVED: That**

[1] the progress update against the 2009-10 Internal Audit Plan be received.

**PART 2 – BUSINESS TO BE DISCUSSED IN PRIVATE**

There is no business to be discussed in private.