



MINUTES OF THE PERFORMANCE AND OVERVIEW COMMITTEE held on 1 December 2010 at Lecture Theatre, Fire Service HQ, at 10:00.

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

PART 1 – MATTERS CONSIDERED IN PUBLIC

1 PROCEDURAL MATTERS

A APOLOGIES FOR ABSENCE

No apologies for absence were received.

B DECLARATION OF MEMBERS' INTERESTS

There were no declarations of Members interests

C MINUTES OF THE MEETING OF THE PERFORMANCE AND OVERVIEW COMMITTEE

RESOLVED: That

the minutes of the Meeting of the Committee held on 6 October 2010 be confirmed as a correct record.

D MINUTES OF THE POLICY COMMITTEE

RESOLVED: That

the minutes of the meeting of the Policy Committee held on 17 November be noted for information.

ITEMS REQUIRING DISCUSSION

2 REVIEW OF FORWARD WORK PROGRAMME 2010-11

The Monitoring Officer presented Members with an update on the Performance and Overview Committee forward work programme. Members were reminded it had previously been agreed that the work programme would be presented to each meeting for review.

The Monitoring Officer suggested items to add to the work programme for future meetings. These included a review of the Committees Terms of Reference in February, emerging issues from the IRMP and a project plan for Macclesfield.

RESOLVED: That

[1] the content of the forward work programme be noted.

3 MID-YEAR REVIEW OF FINANCE AND PERFORMANCE 2010-11

The Director of Finance and Corporate Planning presented Members with the Mid-year review of Finance and Performance 2010-11. Members were informed that the Policy Committee had approved the 2010-11 mid year review at their meeting on 17 November. The purpose of the report was to offer Members of the Performance and Overview Committee the same level of detail with a view to informing the future work programme. The Director of Finance and Corporate Planning highlighted the key performance indicators 2010-11.

Members questioned whether the increase in recent fires was due to changes in habits e.g. were different fuels being used by people during the winter season and whether the service was able to deal with the increase. The Director of Finance and Corporate Planning advised that the Service had a large HSA delivery and used various campaigns to create awareness.

The Deputy Chief Fire Officer informed Members of the 'Fire Kills' campaign which Cheshire Fire and Rescue Service were leading on and was due to be launches shortly. Although the budget had been reduced by Communities and Local Government the national campaign would still be extensive.

The Deputy Chief Fire Officer also highlighted that the majority of fires were occurring where HSAs had not yet been completed. Members were reminded of the three key points for reducing risk, alarms, escape route and closing doors. Members suggested that campaigns to highlight the key points should be launched. It was noted that a 'Closing Doors' campaign was being launched in the new year and the details of the campaign were currently being finalised.

RESOLVED: That

[1] the 2010-11 mid year review report be received.

4 INTERNAL AUDIT RECOMMENDATIONS: PROGRESS REPORT

The Director of Finance and Corporate Planning presented Member with the Internal Audit recommendations: Progress Report. Members were reminded that there was an agreed process for monitoring and tracking Internal Audit recommendations which ensured that all recommendations were owned, tracked and monitored effectively using the actions database. Each action was prioritised by the Internal Auditors as being high, medium or low.

Members noted that the progress against each of the Internal Audit recommendations was either 'on track' or 'completed'.

RESOLVED: That

- [1] the progress towards the implementation of identified recommendations be noted.

5. INTERNAL AUDIT: PROGRESS REPORT AGAINST AUDIT PLAN 2010-11

Director from RSM Tenon attended as the Internal Auditor representative.

The Director of Finance and Corporate Planning introduced a representative from the Internal Auditors to present the Internal Audit: Progress report against audit plan 2010-11 report.

The purpose of the report was to present Members of the Performance and Overview Committee with a mid year summary of work undertaken by the internal audit team in the first half of 2010-11. The internal audit noted that the audit was on track with no significant issues identified, positive assurances had been provided for each review.

RESOLVED: That

- [1] the content of the Internal Audit mid year progress report be received.

6. ANNUAL ENVIRONMENT REPORT

The Assistant Chief Fire Officer presented Members with the Annual Environment Report. It was noted that the Government encouraged organisations to produce a report annually that reviewed environmental performance as part of good corporate governance.

The report gave Members details on environmental achievements in the period 2009-10 reporting the progress against targets and proposed new targets for the coming year, reviewed the environmental management system and the carbon management plan.

Members discussed the Service's energy usage and systems that were being put in place. It was noted that there had been a reduction in carbon emissions. Renewable energy sources were also discussed; the Assistant Chief Fire Officer advised that the Service was currently looking into solar and thermal solar panels. Members felt that the progress was positive.

RESOLVED: That

- [1] the content of the report be noted; and
- [2] the report be accepted as evidence that Cheshire Fire and Rescue Service was effectively managing its corporate responsibility for the environment.

7. EQUALITY AND DIVERSITY UPDATE

The Equality and Diversity Officer presented Members with an update on the Service's progress against its annual Equalities Action Plan 2010-11. The report highlighted the key objectives that had been achieved and identified ongoing activities. Members were also informed of the key provisions for the Equalities Act 2010 which were introduced in October 2010.

RESOLVED: That

[1] the information contained within the report be noted.

8. MIDI FIRE APPLIANCES PROGRESS REPORT

Policy, Planning and Resilience Group Manager presented Members with the annual progress report and update on the three Midi Fire Appliances that were introduced into the operational fleet in 2010 as one of the Authority's Integrated Risk Management Plan 2009-10 objectives.

Members were reminded, of the three midi appliances introduced into the Service, Wilmslow's became an additional resource and the Northwich and Congleton midi appliances directly replaced the existing full size second appliance which was staffed by on-call fire fighters. The report highlighted the financial and environmental benefits that the midi appliances created.

Members agreed that the introduction of the midi appliances had a positive impact on the service and gave flexibility and in some cases easier access to deal with incidents.

RESOLVED: That

[1] the information in the report be noted.

9. USE OF RESOURCES RECOMMENDATIONS AND ACTION PLAN

The Director of Finance and Corporate Planning presented Member with a summary of the recommendations made by the Audit Commission following their last reported Use of Resources assessment in 2008-09.

The Use of Resources assessment was undertaken annually by the Audit Commission against a series of Key Lines of Enquiry (KLOE's). The Service self-assessment against these KLOE's was submitted as the starting point for the Audit Commission's fieldwork.

RESOLVED: That

[1] the progress towards the implementation of the identified recommendations be noted.