



MINUTES OF THE PERFORMANCE AND OVERVIEW COMMITTEE held on 6 October 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 7 July 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 16 June be noted for information.

ITEMS REQUIRING DISCUSSION

2 REVIEW OF FORWARD WORK PROGRAMME 2010-11

It had previously been agreed that the Performance and Overview Committee's work programme would be presented at each meeting for Members to review. The annex to the report provided details about items of business identified to date and Members were invited to consider the programme and suggest any additions or amendments.

The Chief Fire Officer informed Members that, although work on the Alternative Shift project was progressing, there were a number of options and issues that required further consideration to inform the business case as the project moved

forward. He requested that the Committee consider deferring the update report scheduled for December until the February meeting when further work on the business case was completed and could be used to inform the project.

RESOLVED: That

- [1] the content of the forward work programme be noted; and**
- [2] the update report on the Alternative Shift System project be submitted to the meeting of the Performance and Overview Committee scheduled for 2 February 2011.**

3 QUARTER 1 – PROGRESS UPDATE AGAINST DEPARTMENTAL PLANS 2010-11

The Director of Finance and Corporate Planning presented Members with a summary of Quarter 1 progress against each Departmental Plan as at the end of July 2010. Quarterly reporting of progress against Departmental Plans was presented to the Performance and Overview Committee for scrutiny in line with the Service's corporate planning process and Members were invited to identify areas for more detailed scrutiny as part of their forward work plan.

Members discussed the content of the report and the following issue was identified as a future work plan item:

HSA Targeting Policy – Members discussed the reduction in HSA's from 60,000 to 20,000 for the coming year and queried how HSA delivery would be prioritised. The Director of Finance and Corporate Planning explained that Community Safety were working closely with the Corporate Intelligence Unit to review the HSA targeting and delivery methodology to ensure that those who were most vulnerable would be targeted. Members requested that a more detailed report on the methodology for the targeting prioritisation model be presented to the February 2011 meeting.

Members also discussed the current position in relation to the recruitment of on-call firefighters at Birchwood, plans to reduce energy consumption at fire stations and the future of Road Safety. A query was raised on future funding in relation to the Migrant Impact Fund and the Director of Finance and Corporate Planning informed Members that further information would be available following the publication of the Government's Spending Review but it was unlikely that further funding allocations would be received.

RESOLVED: That

- [1] the progress against Plans and projects provided in the report be noted; and**
- [2] an item on the Methodology for future HSA Targeting be added to the Committee's work plan for February 2011.**

4 PROGRESS AGAINST STAFF SATISFACTION SURVEY ACTION PLAN

The Head of Corporate Communications presented Members with an update report on progress to date against the Staff Satisfaction Survey action plan, as well as highlighting some of the key themes to emerge from the series of workshops carried out by the Heads of Department with staff from all levels across the organisation.

Members' attention was drawn to the proposal to highlight the role of Fire Authority Members. The Head of Corporate Communications suggested that an option to raise awareness of Members' roles would be to add a slot on to the Unitary Performance Group meetings to engage with staff at local stations.

A Member queried why the Unitary Performance Group meetings were no longer rotated through the stations in the relevant unitary area and commented that this had been a useful way for Members to interact with their local stations. The Head of Unitary Performance informed Members that he would review the arrangements for meeting venues and also encouraged Members to contact their local Station Manager to arrange local visits.

Members also discussed whether they could be involved at various events such as Question Time with the Chief and it was agreed that the suggestion be raised at the Members' Awayday in November.

RESOLVED: That

- [1] progress against the Staff Satisfaction Survey action plan be noted; and**
- [2] a final report on the action plan and proposals for the 2011 survey be brought to a future meeting.**

5. UPDATE ON THE ALTERNATIVE SHIFT PROJECT

The Head of Unitary Performance was in attendance to present an update on progress on the research and development of an alternative shift system for use within CFRS at whole-time fire stations. He explained that, following the commission by the Committee of a review of shift systems within the UK Fire and Rescue Service, a number of Fire Services had been contacted to identify options for alternative shift systems that could provide productivity gains and efficiency savings.

A business case had been produced which identified efficiency savings that could be realised from the introduction of a variable crewing approach to fire cover and the introduction of a day crewing plus station at Macclesfield. The Head of Unitary Performance outlined the efficiency savings that could be made but emphasised that there were a lot of variables that needed to be considered and there were financial implications that would be linked to the introduction of a revised crewing system. Consultation was currently underway with staff and a number of specific briefing sessions were being held with Macclesfield personnel. An issues log had been set up to ensure that staff had the opportunity to feedback comments/issues into the consultation process.

Members were informed that the Corporate Intelligence Unit were currently working on a fire cover review which would identify current cover and also projected fire cover if fire stations could be reconfigured. The outcome of this review would be used to inform the alternative shift system project and would be presented to Members at the Awayday in January 2011.

Members commented that there was a need to ensure that local issues were identified where changes were being proposed and early engagement with the community and local Members would be required.

RESOLVED: That

the content of the report be noted.

6. REVIEW OF THE CORPORATE RISK REGISTER

The Director of Finance and Corporate Planning presented the current Corporate Risk Register to Members for scrutiny and challenge. The register was presented to Members directly from the Risk Management database to illustrate the form in which the Service stored its risk management information.

It was noted that Risk Management Training for all Members had been scheduled to take place at the Members Awayday in November 2010.

RESOLVED: That

the content of the Corporate Risk Register be noted.