



MINUTES OF THE PERFORMANCE AND OVERVIEW COMMITTEE held on 7 July 2010 at Lecture Theatre, FSHQ at 10:00.

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

PART 1 – MATTERS CONSIDERED IN PUBLIC

1 PROCEDURAL MATTERS

A CHAIR AND COMMITTEE MEMBERSHIP FOR 2010-11

Members were asked to note the membership of the Committee for 2010-11, as agreed by the Fire Authority at their Annual General Meeting on 2 June 2010 and listed below:

Councillor M Simon - Chair
Councillor K Musgrave
Councillor A Needham
Councillor S Nelson
Councillor C Oliver
Councillor T Sherlock
Councillor N Wright
Independent Member - Mr W Ravenscroft

B APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor C Oliver

C DECLARATION OF MEMBERS' INTERESTS

There were no declarations of Members interests

D MINUTES OF THE MEETING OF THE PERFORMANCE AND OVERVIEW COMMITTEE

Members discussed Item 12 of the minutes of the meeting held on 7 April 2010. The Minutes noted that an annual report would be presented to the Committee highlighting the levels of training and an analysis of trends.

It was suggested by Members that more reports should be presented to the Committee alongside the agreed annual report, it was thought that there should be reports on individual training exercises. The Director of Finance and Corporate Planning advised Members that training exercises took place on a

daily basis and any information that would be provided other than trends could be misleading. The Chair of the Committee recommended that the annual report should also include the outcomes of any significant training events.

The Assistant Chief Fire Officer advised that a training timetable was in the process of being developed for Members.

RESOLVED: That

- [1] the minutes of the Meeting of the Committee held on 7 April 2010 be confirmed as a correct record.

E MINUTES OF THE POLICY COMMITTEE

The Director of Finance and Corporate Planning advised Members that on this occasion most of the items contained within the Policy Committee minutes had already been presented for scrutiny to the Performance and Overview Committee.

RESOLVED: That

- [1] the minutes of the meeting of the Policy Committee held on 16 June be noted for information.

ITEMS REQUIRING DISCUSSION

2 FORWARD WORK PROGRAMME FOR THE PERFORMANCE AND OVERVIEW COMMITTEE

The Chair of the Committee presented Members with the Forward Work Programme for the Performance and Overview Committee. Members noted that, following the previous meeting of the Committee, the Chair met with the Deputy Chief Fire Officer, the Director of Finance and Corporate Planning and the Monitoring Officer to discuss the Committee's work programme for 2010-11. It was agreed that the work programme would be presented to each Committee for review.

RESOLVED: That

- [1] the report be noted.

3 END OF YEAR PERFORMANCE REPORT 2009-10

The Director of Finance and Corporate Planning presented Members with the End of Year Performance Report. It was noted on the 16 June that Members of the Policy Committee received the year end report on performance both in respect of financial performance and against the delivery of the annual plans. Furthermore, the Policy Committee approved the report and recommended that the report be referred to the Performance and Overview Committee for further scrutiny.

Members were informed that the format of the report had changed to a more visual one and included an overview of key service achievements, financial performance and key performance indicators.

Members discussed the report and after much discussion regarding the Equality and Diversity Strategy agreed to scrutinise the delivery of the strategy. It was also agreed that this should be added to the committees forward work programme.

RESOLVED: That

[1] the report be noted and the committee scrutinise the delivery of the Equality and Diversity Strategy.

4 INTERNAL AUDIT RECOMMENDATIONS PROGRESS REPORT

The Director of Finance and Corporate Planning presented Members with a progress report on the internal audit recommendations. Member were informed that an agreed process was in place for monitoring and tracking internal audit recommendations, this ensured that all recommendations are owned, monitored and tracked effectively using the actions database. It was also noted that each recommendation was classified and prioritised by the internal auditors as being 'fundamental' where action is imperative, 'significant' where action is required to avoid exposure to significant risk in achieving the objective for the area under review and 'merits attention' where action is advised to enhance control to improve efficiencies.

The Director of Finance and Corporate Planning presented the database to Members highlighting key aspects of monitoring, priority ranking and the database format. Members discussed the database and the reporting methods it was agreed that areas of concern should be presented to Members.

RESOLVED: That

[1] the progress towards the implementation of recommendations as recorded on the actions database be noted.

5 PEER REVIEW RECOMMENDATIONS SUMMARY PROGRESS REPORT

The Director of Finance and Corporate Planning presented Members with the Peer Review Recommendations Summary Progress Report. The purpose of the report was to provide a summary of progress against recommendations identified by the peer review team who undertook an operational assessment of the Service in May 2009 as part of the Comprehensive Area Assessment process.

Members were advised that the twenty two actions identified through the review were uploaded onto the Cheshire Fire and Rescue Service's actions database. Members discussed the method of managing the risks and it was noted that an annual report on the implementation of operational performance should be

presented to the Performance and Overview Committee, particularly focusing on areas of concern.

Members also agreed that risk management training should be a priority within the Member Training Programme.

RESOLVED: That

[1] the implementation of the recommendations of the operational assessment action plan identified by the peer review team be noted.

6 ANNUAL ENVIRONMENT REPORT UPDATE

The Assistant Chief Fire Officer introduced the Annual Environment Report update. The Carbon Reduction Energy Efficiency Officer provided Members with further information on the report. The purpose of the report was to review the performance of Cheshire Fire and Rescue Service in respect of energy and fuel consumption for the period 2008/2009 and 2009/10.

The report identified that the electrical consumption had increased by 6.5%, the gas consumption had increased by 5.4% and the fuel consumption had decreased by 6.3% over the period 2008/09 to 2009/10. It was noted that this equated to a 50.7 tonne or 2% increase in Service wide CO₂ emissions between the two years.

Members discussed methods of reducing fuel consumption, it was felt that incentives could be used as a way to encourage people to save energy and challenges between stations would prompt people to partake.

The Assistant Chief Fire Officer added that more accurate readings would provide realistic challenges. Furthermore environmental champions on stations would provide direction and would enable them to navigate the savings.

The use of renewable energy was also discussed. The Carbon Reduction Energy Efficiency Officer advised that the usage of renewable energies were more practical in new buildings rather than attempting to retro-fit them to older buildings. It was advised that the new build at headquarters used an air source heat pump which was a form of renewable energy. Members felt it would be beneficial to educate people on methods of saving energy.

RESOLVED: That

[1] the content of the report be noted.

7 ALTERNATIVE SHIFT SYSTEM INTERIM UPDATE (VERBAL)

The Head of Unitary Performance presented Member with a Verbal update on the alternative shift system. Members were given an update on the background of the project and the work that had been completed since the last update was presented to the last meeting of the Performance and Overview Committee.

Members were advised, from the research conducted, there was no one system that would satisfy the needs of Cheshire. The reason for this linked to geography, risk, staffing numbers, current crewing systems and the costs that could be incurred.

Members were further informed that a Cheshire specific system was being looked into. This system would draw upon the good practices from around the country whilst ensuring that the outcome would provide a safe and effective service for Cheshire, delivering efficiencies and increasing productivity.

It was noted that a considerable amount of work had been conducted on each station to review the call activity, types of incidents and the time of day the call outs occur. Members were advised that a detailed paper on these findings would be presented to the Leadership Board for initial consideration in August with a comparison for each option. The paper would detail the projected cost savings and any investment that would be required on moving to either system.

The Head of Unitary Performance continued to advise Members of the savings that would be expected and the initial costs where applicable. The Director of Finance and Corporate Planning informed Members there would be an opportunity at the Members away day to debate the options further. A more detailed analysis would be developed for the October meeting.

Members raised concerns with areas like Ellesmere Port where there was a large industrial risk. However, Members felt that the opportunity to view the options in practice at other Fire Services would be beneficial.

RESOLVED: That

[1] the report be noted.

8 WILMSLOW UPDATE

The Assistant Chief Fire Officer presented Members with an update following the changes made at Wilmslow Fire Station. Members were given an overview of the project, operational performance and details of the ongoing training delivered since the new duty system at Wilmslow Fire Station.

Members were informed that the Service set a target turnout time of 5 minutes for all retained stations. Since 1st February, the average turnout time had been 4 minutes 13 seconds. Whilst this was slightly longer than previously achieved under the wholtime status, it is appropriate to the risk and constantly meets the target for an on call station.

The provision of training for the 16 on-call fire fighters had now been delivered on a modular basis. Furthermore, notwithstanding the enabling cost that had been identified, the Service had secured annual efficiency savings of £470k which, coupled with maintaining the previous operational performance standards, represents value for money.

Members were also notified that an additional midi appliance had been stationed at Wilmslow fire station as part of the project. It would be anticipated

that the daytime availability of this appliance would increase as the on-call staff began to demonstrate full competence.

RESOLVED: That

[1] the update be received.

9 CALL-IN PROCEDURE (VERBAL UPDATE)

The Monitoring Officer provided Members with a verbal update on the call in procedure. The Monitoring Officer advised that there were two areas of concern which had been raised by Members at the previous meeting of the Committee. These were in relation to the operation of the Call-in procedure and the ability to speak at meetings of the Authority.

The Monitoring Officer advised that following changes being made at central government and the stated intention to abolish the Standards for England organisation, together with the potential changes to the rules relating to predetermination, any considerations relating to possible changes to the call in procedure made at this stage would be premature. It was proposed that further advice from central government relating to future arrangements should be received and analysed prior to the matter coming back before the Committee for any consideration of the consequences of such changes.

It was suggested that a report be presented to the Committee when further information was available and details on the way forward had been released.

RESOLVED: That

[1] a report be presented to the Committee when further information becomes available.