

Cheshire Fire & Rescue Service

Corporate Governance Action Plan - 2007

Core Principle Two –

Members and officers working together to achieve a common purpose with clearly defined functions and roles.

REF	SUPPORTING PRINCIPLES Delivering Good Governance In Local Government Framework CIPFA/SOLACE 2007	The local code should reflect the requirement for local authorities to:	EVIDENCE STATEMENT	DOCUMENTS & LINKS	Area of Non Compliance	Compliance 1 – non 5 - full	Required Action	Responsible Person	By When
2.2	Ensuring that a constructive working relationship exists between authority members and officers and that the responsibilities of members and officers are carried out to a high standard.	Determine a scheme of delegation and reserve powers within the constitution, including a formal schedule of those matters specifically reserved for collective decision of the authority, taking account of relevant legislation, and ensure that it is monitored and updated when required.	Fire Authority Constitution Regular away days involving both members and the senior management team and held to discuss key policy issues e.g. budget setting and IRMP development.	Scheme of Delegated Officer Powers	Review of Scheme of Delegated Powers required	3	<p>June 2010 Revised Constitution adopted in December 2009 and revised Scheme of Delegation has been deferred.</p> <p>November 10 The Monitoring Officer and the Section 151 Officer have set aside time in January 2011 to work on this with a view to submitting a revised scheme to Leadership Board in Feb 2011 and then on to Members.</p> <p>June 11 The revision to the Scheme of Delegation is now part of the overall review of Financial Regulations which has been delayed pending agreement about income and charging. However, the Monitoring Officer and s151 Officer have now set a deadline of Sept 2011 for completion of this work.</p>	Andrew Leadbetter /Darren Griffiths	Sept 11

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2.2.1		Make a chief executive or equivalent responsible and accountable to the authority for all aspects of operational management.	Fire Authority Constitution Combination Order	Review of Scheme of Delegated Powers required		3	<u>November 10</u> As 2.2 above <u>June 11</u> As 2.2 above.	Andrew Leadbetter/ Darren Griffiths	Sept 11
2.3.4		When working in partnership, ensure those members are clear about their roles and responsibilities both individually and collectively in relation to the partnership and to the authority.	Constitution Member Development Programme	Member Job Descriptions Member Roles/Responsibilities Partnership Toolkit Review of member indemnities resulted in new policy. Constitution Revised Combination Order Register of Outside Organisation Appointments	Register of Outside Organisation Appointments	3/4	<u>June 10</u> Any specific responsibilities that fall to Members in respect of working in partnerships will be considered and included in the Member Development Programme if required. <u>November 10</u> Partnership working to be included in Member Training Programme and more information to be obtained on Members roles on outside organisations for 2011-12 <u>June 11</u> The register of outside organisations has now been developed. Awareness of the Service's expanding role in partnership working will also be considered in the Member Devt. Programme for 2011/12	Andrew Leadbetter/ Joanne Smith	Ongoing
2.3.5		When working in partnership: - ensure that there is clarity about the legal status of the partnership - ensure that representatives of	Toolkit and strategy in place all partnership agreements have to be signed off by the 151 monitoring officer and the legal team	Partnership Strategy/Toolkit Individual partnership agreements endorsed by all member organisations Solicitor review of agreements	Monitor/demonstrate compliance with the strategy and toolkit		4	<u>June 10</u> The Partnership policy was approved by members in March, and training sessions for Officers that deal with partners will be	Evan Morris

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		organisations both understand and make clear to all other partners the extent of their authority to bind their organisation to partner decisions.					<p>delivered in June/July. The partnership agreement/policy requests details in relation to the legal status of the policy and all new agreements will be approved by the Senior Management Team on a quarterly basis.</p> <p>November 10 The first quarterly partnerships update was presented to the Senior Management Team in September (postponed due to full agenda to early October. This will continue on a quarterly basis, with an annual report in June. All agreements are reviewed by the legal team and signed off by the Monitoring Officer</p> <p>June 11 The second and third quarterly updates have been presented To the service management team and the annual report was presented in April 2011. The partnership register is monitored and updated each quarter at a minimum.</p>		