

## report

meeting	<b>NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM FIRE AND RESCUE AUTHORITY</b>	
date	<b>7 September 2007</b>	agenda item number

### **REPORT OF THE CHAIR OF THE PERFORMANCE MONITORING COMMITTEE**

#### **PERFORMANCE MONITORING COMMITTEE OUTCOMES**

##### **1. PURPOSE OF REPORT**

To report on the business and actions of the Performance Monitoring Committee meeting of 27 July 2007 to Members of the Fire and Rescue Authority.

##### **2. BACKGROUND**

As part of the revised Governance arrangements the Authority have delegated key responsibilities for Performance Monitoring to the Performance Monitoring Committee. As part of those delegated responsibilities the Chair of the Performance Monitoring Committee and the Management lead report to the Authority on its business and actions.

##### **3. REPORT**

- 3.1 The minutes of the meeting are attached to this report at Appendix A. The following summarises the main points of the papers discussed at the meeting.
- 3.2 The Annual Performance Plan and Review 2007 report was submitted to the Fire and Rescue Authority meeting in June and was approved at that meeting. It was brought before this Performance Monitoring Committee for scrutiny and was endorsed by this Committee. The plan will be audited by the District Auditor to ensure it complies with the Local Government Act 1999 and Best Value guidance. The key issue for Members is that more rigorous Performance Monitoring and reporting processes are being introduced into the Service.
- 3.3 Best Value Performance Indicators 2006/07 details were brought to Committee so as to monitor the Service's overall performance and examine actions being taken where the Service is failing to meet these expectations. Particular scrutiny took place around sickness Service-wide, and on recruitment and retention issues. A specific analysis of non-uniform sickness was requested for the next meeting of Performance Monitoring Committee on 26 October 2007.
- 3.4 Presentations were given at the Committee meeting, one detailing the tools used to support performance monitoring. The other on how the Geographical Information System (GIS) underpins and supports the collation of detailed performance indicators. These presentations will be condensed and presented to all Members at the next Members Seminar in September.

**4. FINANCIAL IMPLICATIONS**

All financial implications were considered as part of the original reports submitted to the Performance Monitoring Committee.

**5. PERSONNEL IMPLICATIONS**

All personnel implications were considered as part of the original reports submitted to the Performance Monitoring Committee.

**6. EQUALITY IMPACT ASSESSMENT**

An equality impact assessment has not been specifically carried out in relation to this report. There are no additional implications for Members to consider as a result of this progress report.

**7. RISK MANAGEMENT IMPLICATIONS**

The monitoring of performance will be an essential part of the Service' s development. The Comprehensive Performance Assessment and associated audit processes will continue to scrutinise the Service's overall performance. Failure to act on poor performance could lead to intervention.

**8. RECOMMENDATIONS**

That in future the minutes of all meetings of the Performance Monitoring Committee continue to be brought to the Fire and Rescue Authority to ensure Members remain informed of key decisions made.

**9. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)**

None.

Councillor Malcolm Wood  
**CHAIR PERFORMANCE MONITORING COMMITTEE**