

report

meeting	NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM FIRE & RESCUE AUTHORITY	
	POLICY & STRATEGY COMMITTEE	
date	22 May 2006	agenda item number

REPORT OF THE CHAIR OF THE PERFORMANCE MONITORING COMMITTEE

PERFORMANCE MONITORING COMMITTEE

1. PURPOSE OF REPORT

The purpose of this report is to update the Policy and Strategy Committee on the papers and outcomes from the Performance Monitoring Committee held on 28 April 2006.

2. BACKGROUND

2.1 The Performance Monitoring Committee was established as part of the revised governance structures for Nottinghamshire and City of Nottingham Fire & Rescue Authority in April 2006.

2.2 The responsibility of the Committee is to deal with all matters relating to the improvement of performance within Nottinghamshire and City of Nottingham Fire and Rescue Authority. This is to be achieved through effective audit processes and reviews carried out across all of the Services' functions.

3. REPORT

3.1 The first meeting of the Performance Monitoring Committee was held on Friday 28 April 2006 and the minutes of this meeting are attached as Appendix A to this report. The following papers were agenda items for the Committee's consideration :

- Terms of Reference
- Fire CPA 2006
- Community Safety Plan 2006 – 2009, Performance related issues
- Community Safety Plan 2007 – 2010

The following are outcomes for the Policy & Strategy Committee to consider.

3.1.1 The Performance Monitoring Committee endorsed their terms of reference, but also requested that the Policy and Strategy Committee be asked to consider recommending to the full Fire and Rescue Authority that monitoring of Value for Money be included in the remit and terms of reference of the Performance Monitoring Committee.

- 3.1.2 The Performance Monitoring Committee accepted the report on CPA 2006 and its recommendations with the following addition :

“That regular update reports regarding the progress of the CPA be submitted by the Chief Fire Officer.”

In addition, the Committee also discussed the potential for a peer review process to be carried out prior to the inspection. The Assistant Chief Fire Officer (Information Services) agreed to write to the Audit Commission to establish whether funds would be available to engage such a process. It was felt that if this were not the case a peer review should be commissioned for the Service’s overall benefit.

- 3.1.3 The Performance Monitoring Committee received and noted the report on the issues of performance contained within the current Community Safety Plan (2006 – 2009). The Committee also added the Local Area Agreement as a key objective, having agreed that this was a stretch target the Committee should be monitoring progress against.

- 3.1.4 The Performance Monitoring Committee accepted the information and proposals around the schedule for the Community Safety Plan 2007 – 2010. The Committee were keen for any consultation process around any proposals to be rigorous and robust, as well as being cost effective. A strategy for consultation is to be developed to dovetail into the Service’s Communications Strategy.

4. FINANCIAL IMPLICATIONS

Although there are no direct financial implications arising from this report, actions arising from initiatives that Nottinghamshire Fire and Rescue Service will undertake do attract financial commitments. These commitments will be financially met through the normal budget process.

5. PERSONNEL IMPLICATIONS

There are no direct personnel implications arising from this report.

6. EQUALITY IMPACT ASSESSMENT

An initial impact assessment has revealed no specific equality issues arising from this report.

7. RISK MANAGEMENT IMPLICATIONS

By carrying on the Service’s performance and business planning processes, the Performance Monitoring Committee will ensure the Service meets its requirements under audits such as CPA. Failure to do so could result in “Special Measures” by central government.

8. RECOMMENDATIONS

- 8.1 That the Policy and Strategy Committee note the contents of this report.

8.2 That the Policy and Strategy Committee consider the amendment proposed to the terms of references by the Performance Monitoring Committee and determine whether it should be presented to the full Fire and Rescue Authority for formal adoption.

8.3 That the Policy and Strategy Committee endorse the inclusion of the Local Area Agreement as a key area of performance within the Service's future planning and delivery process.

9. BACKGROUND PAPERS FOR INSPECTION

- Fire & Rescue Service National Framework
- Fire & Rescue Service Performance Framework 2006/07 Consultation
- Nottinghamshire and City of Nottingham Fire & Rescue Authority Community Safety Plan 2006 – 2009
- Fire Service Circular 20/2006 Assessing Operational Performance

Councillor Pat Lally

CHAIR OF PERFORMANCE MONITORING COMMITTEE

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**NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM
FIRE AND RESCUE AUTHORITY**

PERFORMANCE MONITORING COMMITTEE

MINUTES

of the meeting of the held on **28 APRIL 2006** at The Council House, Old Market Square, Nottingham from 11.10 am to 11.34 am.

Membership

Councillor J Hemsall
Councillor P Lally
Councillor J O'Riordan
^ Councillor T Spencer
Councillor M Wood

Members absent are marked ^

1 APPOINTMENT OF CHAIR

RESOLVED that Councillor Lally be appointed Chair of the Performance Monitoring Committee for the remainder of the municipal year 2005/06.

2 APOLOGY FOR ABSENCE

An apology for absence was received from Councillor Spencer.

3 INTRODUCTION

The Chair welcomed members to the meeting which heralded the start of the new governance arrangements.

4 DECLARATIONS OF INTERESTS

No declarations of interests were made.

5 TERMS OF REFERENCE

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated.

RESOLVED

- (1) that the terms of reference, as agreed at the meeting of the full Fire and Rescue Authority held on 21 October 2005, be noted and endorsed;**
- (2) that the Policy and Strategy Committee be asked to consider recommending to the full Authority that monitoring of Value for Money be included in the remit and terms of reference of the Performance Monitoring Committee.**

6 FIRE COMPREHENSIVE PERFORMANCE ASSESSMENT - 2006

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, informing Members of the key areas of operational assurance, value for money, use of resources and direction of travel, which were to be addressed by the 2006 Comprehensive Performance Assessment.

RESOLVED

- (1) that the report be noted;**
- (2) that the Committee support and champion the preparation for Comprehensive Performance Assessment to ensure the Service receives recognition for its progress;**
- (3) that the Chief Fire Officer submit regular update reports regarding the progress of the Comprehensive Performance Assessment.**

7 COMMUNITY SAFETY PLAN 2006-2009 - PERFORMANCE RELATED ISSUES

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated.

RESOLVED

- (1) that the Performance Monitoring Committee note the following key objectives as areas, identified in the report, on which to focus performance monitoring:-**
 - best value and associated performance indicators ;**
 - Comprehensive Performance Assessment (CPA) ;**
 - key targets and local performance indicators ;**
 - operational assurance ;**
 - implementation of elements of the Fire & Rescue Services National Framework ;**
 - local audit reports and associated action plans ;**

- Nottinghamshire and City of Nottingham Fire & Rescue Authority governance arrangements.

- (2) that the Local Area Agreement be included as a key objective of the Committee;
- (3) that the Chief Fire Officer submit a report regarding the key objectives to the next meeting of the Policy and Strategy Committee.

8 COMMUNITY SAFETY PLAN 2007-10

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated.

RESOLVED

- (1) that the report be noted;
- (2) that the Chief Fire Officer submit to this Committee updates on :-
 - (a) performance against targets within the existing Community Safety Plan;
 - (b) the business planning process.

9 DATES OF FUTURE MEETINGS

RESOLVED that the following provisional dates for future meetings to be held at 10.00 am on the under-mentioned dates be noted:-

28 July 2006
27 October 2006
26 January 2007
27 April 2006.