

# DRAFT

## **Minutes of a meeting of the Leicester, Leicestershire and Rutland Combined Fire Authority's Corporate Governance Committee, held at the Leicestershire Fire and Rescue Service Headquarters on Wednesday, 23<sup>rd</sup> November 2016.**

### **PRESENT**

Cllr D Bajaj	Cllr H Bhavsar
Mr T Kershaw CC	Mrs C Radford CC (Chair)
Mr R Shepherd CC	Cllr A Thalukdar
Mr M Wyatt CC	

### **OFFICERS**

Mr S Lunn	Chief Fire and Rescue Officer
Mr R Taylor	Assistant Chief Fire and Rescue Officer
Ms A Greenhill	Treasurer
Ms L Haslam	Monitoring Officer
Mrs J Green	Member Services Co-ordinator

### **IN ATTENDANCE**

Mr N Jones	Internal Audit Service, Leicestershire County Council
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#### **1. Apologies for absence**

Apologies were received from Ms Betty Newton CC, Cllr K Bool and Mr A Brodie, Assistant Chief Fire and Rescue Officer.

#### **2. To receive declarations by members of interests in respect of items on this Agenda**

None.

#### **3. Urgent Business**

None.

#### **4. Chair's Announcements**

The Chair informed the Committee of the following events undertaken since the last meeting:

- On 14<sup>th</sup> November a team building event took place involving the Leicester Tigers first team squad. The aim was to improve communication and team work resulting in closer partnership working with the club. The

event was published in a match day programme. Due to its success opportunities for further engagement with other big name sporting teams is being explored.

- The commissioned Government report looking at conditions of service and culture in the fire and rescue service has been published. It is hoped that Members will receive a full summary and response at the December meeting of the Combined Fire Authority (CFA).
- On 18<sup>th</sup> November ACO Andrew Brodie met with Lord Will Bach, Police and Crime Commissioner and Baroness Williams of the Home Office to discuss and demonstrate the impact of the Braunstone Blues Pilot in the Braunstone area. The Pilot is due to run for a further 18 months.

**5. To confirm the Minutes of the Meeting of the Combined Fire Authority held on 14<sup>th</sup> September 2016 as a correct record.**

**RESOLVED:**

The minutes of the meeting of the Corporate Governance Committee on 14<sup>th</sup> September 2016 were confirmed as a correct record.

**6. Financial Monitoring to the end of September 2016**

The Treasurer presented this report to the Committee. This being the first in the budget monitoring cycle and covered the revenue and capital budgets for the Financial Period 6, as at the end of September 2016.

It was confirmed that the cash balances are now managed by Leicester City Council and is considered to be working well.

**RESOLVED:**

The Committee:

- a) Noted the revenue and capital budget position as at the end of September 2016.
- b) Noted that the implications of the in-year variances will be considered as part of future budget strategy.
- c) Noted the transfer of £42k of forecast revenue savings to the Management of Change reserve.
- d) Noted the capital programme further slippage of £90k and savings of £12k.

**7. Performance Monitoring Report April – September 2016**

The CFO presented this report providing performance information for the period April to September 2016.

Members were informed that the mid-term position was good.

The CFO confirmed that following the request from Members at the previous meeting he had written to MPs with regards to concerns over prison fires,

currently data shows prison fires have reduced slightly but there continues to be an increased activity linked to prison issues.

Members expressed their thanks and welcomed the action plans.

**RESOLVED:**

The Committee noted the report.

**8. Progress against the Internal Audit Plan 2016-17**

Neil Jones, Head of Internal Audit Service, Leicestershire County Council updated the Committee on the progress made against the Internal Audit Plan 2016-17.

**RESOLVED:**

The Committee noted the report.

**9. Service Development Programme Update**

The CFO presented this report to inform the Committee of the progress being made in the delivery of the Service Development Programme.

The CFO discussed the report in detail. Members were informed that due to external factors a couple of projects could not be closed at this stage but a significant amount had been achieved over the previous 6 months.

**RESOLVED**

The Committee noted the contents of the report and requested demonstrations of the Service's new external website and the 'Firebike' at a future meeting of the CFA.

**10. Date of Next Meeting**

It was confirmed that a revised January meeting date would be circulated to the Committee as soon as possible.

**23<sup>rd</sup> November 2016**  
**2:00pm – 2:40pm**

**CHAIR**