

Minutes of a meeting of the Leicester, Leicestershire and Rutland Combined Fire Authority's Overview and Scrutiny Committee, held at the Leicestershire Fire and Rescue Service Headquarters on Wednesday 18th March 2015

PRESENT

Cllr S Barton

Mr T Kershaw CC

Mr M Charlesworth CC

Mr P Lewis CC

Mr J Coxon CC

Mr O O'Shea CC

Mrs J Fox CC

OFFICERS

Mr R Chandler

Deputy Chief Fire and Rescue Officer

Mr T Peel

Treasurer and Director of Finance and Corporate Services

Mr M Andrew

Head of HR, Planning and Performance

Mr R Taylor

Head of Operational Services

Mr G Goodman

Solicitor and Monitoring Officer

Mrs J Green

Member Services Co-ordinator

IN ATTENDANCE

Mr N Jones

Internal Audit, Leicestershire County Council

1. Apologies for absence

Apologies were received from Cllr A Byrne, Mr S Bray CC, Chief Fire Officer (CFO) Mr D Webb and Mr S Lunn (Director of Community Services).

In the absence of Mr Bray CC, Mr Charlesworth CC took the chair.

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

No declarations of interest were received.

3. Chairman's Announcements

None.

4. Urgent Items

None.

5. To confirm the minutes of the meeting of the Overview and Scrutiny Committee

meeting held on 28th January 2015 as a correct record.

RESOLVED

The Committee confirmed the minutes of the meeting of the Overview and Scrutiny Committee held on Wednesday, 28th January 2015 as a correct record.

6. Key Projects Report

The Head of HR, Planning and Performance presented this routine update report to the Committee providing details on any project developments in the period since its last meeting on 28th January 2015.

RESOLVED:

The Committee noted the report.

7. Internal Audit Charter

Mr Neil Jones, Internal Audit, Leicestershire County Council presented the Internal Audit Charter to the Committee for its recommendation to be approved by the Combined Fire Authority (CFA) at a future meeting.

RESOLVED:

The Committee noted:

- a) the Internal Audit Charter and recommended that it is formally approved by the CFA.
- b) the progress on development of a Quality Assurance and Improvement Programme.

8. Annual Internal Audit Plan

Mr Neil Jones, Internal Audit, Leicestershire County Council presented the draft 2015/16 Internal Audit Plan to the Committee.

RESOLVED:

The Committee noted the Internal Audit Plan for 2015/16.

9. Corporate Plan and IRMP 2015-2020

The Head of HR, Planning and Performance updated the Committee on the progress towards production of the 5 year Corporate Plan and the Integrated Risk Management Plan (IRMP).

A presentation was delivered to further enhance the details within the report and the Committee were informed that a revised timetable would be provided to the July meeting of the full CFA.

During discussions the Committee felt further thought and dialogue with all CFA Members would be beneficial. Meeting date options are to be sought and offered taking into account the specified timeline. It was also suggested that involvement by the Representative Bodies would be helpful.

RESOLVED:

The Committee:

- a) Noted the revised timeline for production of the plan.
- b) Asked that a workshop be arranged for all CFA Members and the Representative Bodies to discuss the Plan.

10. Medium Term Financial Plan 2015-2020

The Director of Finance and Corporate Services presented this report to update the Committee on the 2015/16 Annual Budget and to present the draft Medium Term Financial Plan (MTFP) for 2015/20.

The Committee were informed that an updated report will be presented to the full CFA at its meeting in April.

RESOLVED:

The Committee noted the report.

11. Role and Work of the Community Safety Education Team

The Head of Community Response presented this report detailing a summary of the role and work that members of the Community Safety Education (CSE) Team are involved in.

The Committee discussed the details within the report robustly and concluded that a more in-depth paper was required.

It was moved by Mr O'Shea CC and seconded by Mr Lewis CC that a further detailed report setting out comparisons in respect of the pros and cons for CSEs be presented to a future meeting of the full CFA to include input from the Representative Bodies.

The motion was unanimously carried.

RESOLVED:

The Committee noted the report and requested a further report be presented to a future full CFA meeting.

12. Annual Report of the Overview and Scrutiny Committee 2014/15

The Solicitor and Monitoring Officer presented the Committee's Annual Report for 2014/15 ahead of its presentation to the CFA's Annual Meeting in June 2015.

RESOLVED:

The Committee:

- a) Approved the Annual Report for submission to the CFA's Annual Meeting.
- b) Established a working party of 3 Members (Mr Lewis CC (Conservative), Mr Charlesworth CC (Liberal Democrat), Labour Member (to be confirmed by its Group Leader) working with the Head of Training, Development and IRMP to develop and deliver the Committee's work plan for the Municipal Year 2015/16.

13. Date of next meeting

This was confirmed as 2nd September 2015.

18th March 2015

14:00 hrs – 15:50 hrs

CHAIR