

Minutes of a meeting of the CFA - Corporate Governance Committee held at County Hall, Glenfield on Wednesday, 22 January 2020.

PRESENT

Cllr. K. Bool (in the Chair)

Cllr. S. Barton  
Mr. I. E. G. Bentley CC  
Cllr. L. Fonseca  
Mr. J. Kaufman CC

Ms. Betty Newton CC  
Mr J. Poland CC  
Cllr. A. Thalukdar

Apologies

Apologies were received from Mr. D. Harrison CC

In attendance

Rick Taylor, Chief Fire and Rescue Officer  
Alison Greenhill, Treasurer  
Richard Hall, Assistant Chief Fire and Rescue Officer  
Callum Faint, Assistant Chief Fire and Rescue Officer  
Anna Poole, Democratic Services Officer

42. Adjournment of meeting.

The meeting adjourned at 1.32pm and reconvened at 1.45pm.

43. Apologies for absence.

Apologies were received from Mr. D. Harrison CC.

44. Declarations of interests.

The Chairman invited members who wished to do so to declare an interest in respect of items on the agenda.

No declarations were made.

45. Urgent Items.

There were no urgent items for consideration.

46. Chair's Announcements.

The Chairman informed the Committee that he had attended the carol service at Leicester Cathedral on 9 December 2019.

There were no further announcements made.

47. Minutes of the previous meeting.

The minutes of the meeting held on 20 November 2019 were taken as read, confirmed and signed.

48. Performance Monitoring April - November 2019.

The Committee considered a report of the Chief Fire and Rescue Officer which presented an update on the performance of the Leicestershire Fire and Rescue Service (LFRS) for the period April – November 2019. A copy of the report, marked 'Agenda Item 6, is filed with these minutes.

Members were informed that the new style of reporting, presented in a later report to this Committee, would be in use from April 2020 should it be approved by the Committee.

In response to questions, the Chief Fire and Rescue Officer explained that the number of medical incident / co-responder incidents (KCI 1.9) were below target as this indicator relied on the notification of calls from East Midlands Ambulance Service (EMAS). However, EMAS was now using a different reporting framework and their need for support from LFRS had diminished. The performance reporting by LFRS was yet to be amended to reflect this.

It was moved by Councillor Bool and seconded by all members of the Committee that the performance of the Leicestershire Fire and Rescue Service for the period April – November 2019 be noted.

**RESOLVED:**

That the performance of the Leicestershire Fire and Rescue Service for the period April – November 2019 be noted.

49. Service Development Programme and 'Our Plan 2019-22' Update.

The Committee considered a report of the Chief Fire and Rescue Officer concerning progress made since November 2019 in delivering projects within the Service Development Programme and the tasks included in Appendix A of Our Plan 2019-22. A copy of the report, marked 'Agenda Item 7, is filed with these minutes.

In response to questions, the following points were raised:

- i. On-call appliance availability was improving and was being sustained. The recruitment of on-call fire fighters to wholetime roles had been particularly successful in recent years following the decision to allow such migration. However, there were fewer female fire fighters in on-call roles and fewer BAME communities outside of Leicester City Centre. Further migration was a possibility although this would need to be balanced against gender/BAME requirements. Members responded that there were BAME communities outside of Leicester City Centre – for example in Oadby and Wigston – which presented opportunities for focused recruitment.
- ii. The identification of two suspicious packages at the Service Headquarters building was not an isolated incident; Members had been informed to highlight the success of the procedures in place to address this.

Mrs. Newton CC, the CFA's Equality Champion, informed members that she met the Service's Equality Officer on a monthly basis and had discussed opportunities to reduce the ethnic and gender gap in recruitment. She encouraged all members to promote the opportunities in their communities, particularly to BAME and female residents. She highlighted that the officers involved in the equalities work had been awarded the AFSA award. The Committee commended them for their work and asked that this be passed on to the officers concerned.

It was moved by Councillor Bool and seconded by Mrs Newton CC that the progress made since November 2019 in the delivery of projects within the Service Development Programme and the tasks that are included in Our Plan 2019-22 be noted.

**RESOLVED:**

That the progress made since November 2019 in the delivery of projects within the Service Development Programme and the tasks that are included in Our Plan 2019-22 be noted.

50. Review of Key Performance Indicator Reporting.

The Committee considered a report of the Chief Fire and Rescue Officer which sought approval for the revised method of reporting performance against the Key Performance Indicators, attached as an appendix to the report. A copy of the report, marked 'Agenda Item 8, is filed with these minutes.

The Chief Fire and Rescue Officer asked that his thanks to the members who had attended the Performance Reporting Workshop on 20 November 2019 (Mrs B Newton CC, Councillor Sue Barton, Mrs Maggie Wright CC and Councillor A Thalukdar) be recorded.

In response to questions, the following points were raised:

- i. The performance figures would include data showing performance for each month, and also for year on year, to accommodate fluctuations in performance due to environmental conditions whilst also giving a true picture of overall performance.
- ii. Regarding sickness (KCI 6) a significant 'spike' in levels was experienced over the last quarter although this could not be explained. This was also the case over the Christmas period and increased overtime had been paid as a result to ensure appropriate levels of cover were in place to meet demand.
- iii. The presentation of the data included a '3-year average' figure which enabled an assessment of whether an increase in the data for a particular month was just a 'spike' or whether it followed the usual performance pattern.

Members welcomed the revised reporting format.

It was moved by Mr. Poland CC and seconded by Mr. Bentley CC that the revised method of reporting performance against the Key Performance Indicators be approved.

**RESOLVED:**

That the revised method of reporting performance against the Key Performance Indicators be approved.

51. Date of Next Meeting.

The next meeting of the Corporate Governance Committee will be held on Wednesday 11 March 2020 at 2pm at Leicestershire Fire and Rescue Service Headquarters, Birstall.

1.30 - 2.17 pm  
22 January 2020

CHAIRMAN