

**CAMBRIDGESHIRE AND PETERBOROUGH FIRE AUTHORITY  
OVERVIEW AND SCRUTINY COMMITTEE – MINUTES**

**Date:** Tuesday 28th May 2019

**Time:** 10:00 – 10:42

**Place:** Fire Headquarters, Hinchingsbrooke Cottage, Huntingdon

**Present:** Councillors Gardener (Vice-Chairman), Goodwin, Gowing, Harford, Kindersley, McGuire (Chairman) and Scutt.

**Officers:** Jon Anderson – Area Commander, Daniel Snowdon - Democratic Services Officer, Deb Thompson – Scrutiny and Assurance Manager and Matthew Warren – Deputy Chief Executive.

**61. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

Apologies were received from Councillor Harford, Councillor Bond, Chief Fire Officer Chris Strickland and Monitoring Officer Shahin Ismail.

There were no declarations of interest.

**62. MINUTES – 10<sup>th</sup> JANUARY 2019**

The minutes of the meeting held on the 10<sup>th</sup> January 2018 were approved as a correct record and signed by the Chairman.

**63. REVIEW OF PERFORMANCE AGAINST INTEGRATED RISK  
MANAGEMENT PLAN PERFORMANCE TARGETS**

The Committee received a report setting out performance against the Integrated Risk Management Plan (IRMP) targets.

During discussion of the report Members:

- Noted the increase of 33 additional casualties from fire and clarified that prison fires related to prisons only. Members were informed that the HM Prisons Service dealt with the majority of incidence themselves however, if someone was injured in the incident then it was classed as a fire injury.
- Noted national pay talks were stalling the progress in relation to co-responding and until the national talks had been resolved it was unlikely change would be seen.

- Noted a recruitment campaign was currently being developed and great effort was being made to attract recruits from diverse a population as possible.
- Sought clarification regarding the percentages relating to the current workforce. Officers undertook to provide the data that underpinned the statistics. **ACTION: ACFO J Anderson**
- Welcomed the opportunities for young people to experience working in the fire service through the academy and work being undertaken with public service courses.
- Drew attention to the relationship between the Cambridgeshire Fire and Rescue Service (CFRS) and Bedfordshire Fire and Rescue Service and questioned whether CFRS spent proportionally more in that relationship. Officers explained that proportionally Bedfordshire contributed more.

It was resolved unanimously to:

note the contents of the performance report.

#### **64. ANNUAL INTERNAL AUDIT REPORT**

Members received the Annual Internal Audit Report. In presenting the report Officers highlighted the positive audit opinion contained at paragraph 1.1 of the report.

Attention was drawn to paragraph 1.3 of the report and in particular the implementation of a new Asset and Equipment Management System. Officers explained that they suspected that the system was not being used as it should be and therefore an audit was requested and undertaken. The recommendations of which were being implemented and officers were satisfied that the system was now working.

In discussion Members commented on the work that had been undertaken to prepare the Service for when the United Kingdom left the European Union and asked Officers to expand on what needed to be done. Officers explained that work had focussed on ensuring an effective fuel supply chain in the event of shortages by storing fuel in specialised containers.

#### **65. EXTERNAL AUDIT PLAN**

The Committee considered the External Audit Plan. In presenting the report attention was drawn to the materiality level for the audit set at £820,000. The timeline for the external audit was highlighted by the presenting Officer and provided assurance to Members that the deadline was achievable. A Member requested that pictures contained within the report be changed to ones of Cambridgeshire rather than generic photographs.

It was resolved to note the External Audit Plan.

**66. DRAFT ANNUAL GOVERNANCE STATEMENT**

The Committee received the draft Annual Governance Statement that prepared in order to comply with Chartered Institute of Public Finance Accountancy (CIPFA) and Society of Local Authority Chief Executives guidance.

Members noted that the judicial review taking place regarding the Fire Authority and the Police and Crime Commissioner.

Officers informed Members that the Integrated Risk Management Performance report was undergoing a significant refresh which would be presented to the November meeting of the Fire Authority.

The Chairman drew attention to the clarity of the definition of governance contained at paragraph 5.1 of the report.

Members noted the update provided regarding Cambridge Fire Station and the potential shared accommodation with the Police.

It was resolved to note the draft Annual Governance Statement.

**66. MEMBER LED REVIEW – APPROACH TO RECRUITMENT**

The Committee received an update regarding the member led review into the approach to recruitment. Members noted that the review was due to be presented to this meeting of the Committee however, due to changes within Organisational Workforce Development (OWD) and a forthcoming wholetime recruitment campaign it was proposed to defer the item to the October meeting of the Committee.

It was resolved to note the update provided and defer the presentation of the member led review to the October meeting of the Committee.

**67. MEMBER LED REVIEW – SAFE AND WELL VISITS**

Members were informed that a review of the community safety structure was currently being undertaken and it was recommended that the member led review be deferred until the October meeting of the Committee by which time the outcome of the review would be known.

It was resolved to note the update provided and defer the presentation of the member led review to the October meeting of the Committee.

**68. OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME**

Members considered the Overview and Scrutiny Committee work programme and noted that the scheduled July meeting would not take place.

Members noted that it was proposed that areas for scrutiny were planned to be discussed at the June meeting of the Fire Authority and would be presented to the October meeting of the Committee.

It was resolved to note the work programme.

**CHAIRMAN**