

## **EAST SUSSEX FIRE AUTHORITY**

**Minutes of the meeting of the SCRUTINY & AUDIT PANEL held at East Sussex Fire & Rescue Service Headquarters, 20 Upperton Road, Eastbourne, at 10:00 hours on Thursday 15 January 2015.**

**Members Present:** Councillors Buchanan, Carden, Deane, Galley, Lambert (Chair), Peltzer Dunn, Taylor and Wincott.

**Also present:**

Mr. D. Prichard (Chief Fire Officer & Chief Executive), Mr. G. Ferrand (Assistant Chief Fire Officer), Ms. L. Woodley (Deputy Monitoring Officer), Mr. D. Savage (Treasurer), Mr. W. Tricker (Head of Procurement & Finance), Mrs. L. Ridley (Head of Performance Management), Mr. I. Young (Ernst & Young Auditors) and Mrs. A. Bryen (Clerk).

950. **DISCLOSABLE PECUNIARY INTERESTS**

950.1 It was noted that, in relation to matters on the agenda, no participating Member had any disclosable pecuniary interest under Section 30 of the Localism Act 2011.

951. **APOLOGIES FOR ABSENCE**

951.1 There were no apologies for absence.

952. **ANY OTHER NON-EXEMPT ITEMS CONSIDERED URGENT BY THE CHAIR/ CHAIR'S BUSINESS**

952.1 There were no urgent items for consideration.

953. **NON-CONFIDENTIAL MINUTES OF THE LAST SCRUTINY AND AUDIT PANEL MEETING HELD ON 13 NOVEMBER 2014**

953.1 **RESOLVED** – That the non-confidential minutes of the meeting of the Scrutiny & Audit Panel held on 13 November 2014 be approved as a correct record and signed by the Chair. (Copy in Minute Book).

954. **CALLOVER**

954.1 Members reserved the following items for debate:

955. 2014/15 Life Threatening Attendance Times update

957. 2014/15 3<sup>rd</sup> Quarter Corporate Projects Outturn Results

954.2 **RESOLVED** – That all other reports be resolved in accordance with the recommendations as detailed below.

955. **2014/15 LIFE THREATENING ATTENDANCE TIMES UPDATE**

- 955.1 Members considered a report of the Chief Fire Officer & Chief Executive that presented an update on the review of the Life Threatening Incident attendance times in relation to the second quarter of 2014 where it had been reported to the last meeting of the Panel that the target of 50% for the attendance of a second appliance within 8 minutes had not been met. (Copy in Minute Book).
- 955.2 Since the last meeting of the Panel, the data supporting this target had been further analysed. Attendance times for three appliances were on occasions incorrectly recorded in the mobilising system. The information in the data trackers fitted in the appliances did not match with the information sent by mobile data terminals in the appliances to the mobilising centre. The problem with the hardware for the mobile data terminals was being investigated.
- 955.3 The year to date result had been recalculated and at the end of November the attendance time for the second appliance at life threatening incidents within 8 minutes was currently 50.3% against a target of 50%.
- 955.4 The Head of Performance Management (HoPM) informed Members that there were too many variables associated with each incident to be able to analyse why target times for second appliances had not been met across the board. However, further analysis would be carried out over a future period of one month, paying particular regard to the vehicle trackers. The HoPM said that within the Family Group 2 of similar authorities, ESFRS had the quickest average response times for two years running.
- 955.5 The Chief Fire Officer & Chief Executive (CFO&CE) reminded Members that the Fire Authority had set the target time of 8 minutes for 8 firefighters to attend a life threatening incident. Many other authorities had set the target at ten minutes. Furthermore, all retained duty stations in East Sussex, with the exception of Rye, had only one pump, and a second pump would have to turn out from another area when this was needed. Given that retained duty firefighters had to get to the station, and get rigged up before they turned out, the target time in rural areas for a second appliance was unlikely to be met on most occasions.
- 955.6 Members noted that further analysis of attendance times for second appliances would be carried out. The outcome of this analysis would be reported on later in year 2015/16.
- 955.7 **RESOLVED** – That the report be noted.

956. **2014/15 3<sup>RD</sup> QUARTER CORPORATE RISK REGISTER REVIEW**

956.1 Members considered a joint report of the Chief Fire Officer & Chief Executive and Treasurer that reported on the latest quarterly review of Corporate Risk and sought their agreement on the outcomes. (Copy in Minute Book).

956.2 The Authority had in place established procedures for ensuring that risks are identified and managed for all corporate projects. All high risks identified in the Project RAID (Risks, Assumptions, Issues and Dependencies) logs were collated and reported to the Corporate Management Team to allow any themes to be identified and risks to be escalated to the corporate risk log as necessary. Members received a summary of the Project RAID Log for all risks scored 6 or above, which were assessed against a 3x3 scoring matrix. No additional themes or issues for escalation to the Corporate Risk Register had been identified.

956.3 **RESOLVED** – That the latest Corporate Risk Register be approved and the Internal Audit opinion of substantial assurance be noted.

957. **2014/15 3<sup>RD</sup> QUARTER CORPORATE PROJECTS – OUTTURN RESULTS**

957.1 Members considered a report of the Chief Fire Officer & Chief Executive that presented the 2014/15 third quarter outturn results on the corporate projects. (Copy in Minute Book).

957.2 Members noted that there were a number of schemes falling between 70% and 90%, and some less than 70%, of activity target achieved. The CFO&CE explained that there were currently staff resource problems, particularly within the Corporate Management Team (CMT) where two senior staff were on long term sick leave following surgery. Other members of CMT were taking on additional duties that had been prioritised, and there was therefore some slippage in achieving the targets on some other corporate projects. Additionally, another senior staff officer was also on long term absence. CMT would be considering further prioritisation of the projects in the light of the latest information about staff absences.

957.3 **RESOLVED** – That the corporate progress made at the end of the third quarter 2014/15 within the context of the other work priorities be noted.

958. **EXCLUSION OF THE PRESS AND PUBLIC**

958.1 **RESOLVED** – That item number 959 be exempt under paragraphs 1, 3 and 7 of Schedule 12A to the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 and accordingly is not open for public inspection on the grounds that it includes information relating to an individual; information relating to the financial or business affairs of any particular person (including the authority holding that information); and information relating any action taken or to be taken in connection with the prevention, investigation and prosecution of crime.

959. **CONFIDENTIAL MINUTES OF THE LAST SCRUTINY & AUDIT PANEL MEETING HELD ON 13 NOVEMBER 2014 (EXEMPT CATEGORY UNDER PARAGRAPHS 1, 3 AND 7 OF SCHEDULE 12A TO THE LOCAL GOVERNMENT ACT 1972).**

959.1 **RESOLVED** – That the confidential minutes of the meeting of the Scrutiny & Audit Panel held on 13 November 2014 be approved as a correct record and signed by the Chair. (Copy in Minute Book).

The meeting concluded at 10:45 hours

Signed

Chair

Dated this

day of

2015