



**Wednesday,  
5 September 2018  
10.00 am**

**Meeting of  
Performance and  
Overview Committee  
Sadler Road  
Winsford**

Contact Officer:  
Donna Linton  
Democratic Services

Cheshire Fire and Rescue Service, Sadler Road, Winsford, Cheshire, CW7 2FQ

Tel: 01606 868804  
E-mail: [donna.linton@cheshirefire.gov.uk](mailto:donna.linton@cheshirefire.gov.uk)

## **Cheshire Fire Authority**

### **Notes for Members of the Public**

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#### **Attendance at Meetings**

The Cheshire Fire Authority welcomes and encourages members of the public to be at its meetings and Committees. You are requested to remain quiet whilst the meeting is taking place and to enter and leave the meeting room as quickly and quietly as possible.

All meetings of the Authority are held at Sadler Road Winsford. If you plan to attend please report first to the Reception Desk where you will be asked to sign in and will be given a visitors pass. You should return your pass to the Reception Desk when you leave the building. There are some car parking spaces available on site for visitors at the front of the Sadler Road. Please do not park in spaces reserved for Fire Service personnel.

If you feel there might be particular problems with access to the building or car parking please contact the Reception Desk at Sadler Road Winsford Tel (01606) 868700.

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#### **Questions by Electors**

An elector in the Fire Service area can ask the Chair of the Authority a question if it is sent to the Monitoring Officer at Fire Service HQ to arrive at least five clear working days before the meeting. The contact officer named on the front of the Agenda will be happy to advise you on this procedure.

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#### **Access to Information**

Copies of the Agenda will be available at the meeting. A copy can also be obtained from the contact officer named on the front of the Agenda. Alternatively, individual reports are available on the Authority's website ([www.cheshirefire.gov.uk](http://www.cheshirefire.gov.uk))

The Agenda is usually divided into two parts. Members of the public are allowed to stay for the first part. When the Authority is ready to deal with the second part you will be asked to leave the meeting room, because the business to be discussed will be of a confidential nature, for example, dealing with individual people and contracts.

**This agenda is available in large print, Braille, audio CD or in community languages upon request by contacting; Telephone: 01606868414 or email: [equalities@cheshirefire.gov.uk](mailto:equalities@cheshirefire.gov.uk)**

#### **Recording of Meetings**

Anyone attending the meeting should be aware the Authority audio-records its meetings. There is a protocol on reporting at meetings which provides further information. Copies are available on the Service's website [www.cheshirefire.gov.uk](http://www.cheshirefire.gov.uk) or alternatively contact Democratic Services for details

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#### **Fire Evacuation**

If the Fire Alarm sounds you should make your way to the nearest exit as quickly as possible and leave the building. Please follow any instructions from staff about evacuation routes.



**MEETING OF THE PERFORMANCE AND OVERVIEW COMMITTEE  
WEDNESDAY, 5 SEPTEMBER 2018**

**Time : 10.00 am**

**Lecture Theatre - Sadler Road, Cheshire**

**AGENDA**

**PART 1 - Business to be discussed**

**1 PROCEDURAL MATTERS**

**1A Record of Meeting**

Members are reminded that this meeting will be audio-recorded.

**1B Apologies for Absence**

**1C Declaration of Members' Interests**

Members are reminded that the Members' Code of Conduct requires the disclosure of Statutory Disclosable Pecuniary Interests, Non-Statutory Disclosable Pecuniary Interests and Disclosable Non-Pecuniary Interests.

**1D Minutes of the Performance and Overview Committee**

(Pages 1 - 4)

To confirm as a correct record the Minutes of the meeting of the Performance and Overview Committee held on 11<sup>th</sup> July 2018.

**ITEMS REQUIRING DISCUSSION/DECISION**

**2 Quarter 1 Financial Review 2018-19**

(Pages 5 - 10)

**3 Quarter 1 Programme Report 2018-19**

(Pages 11 - 22)

**4 Quarter 1 Performance Report 2018-19**

(Pages 23 - 64)

**5 Internal Audit Plan 2018-19 - Quarter 1 Progress and Follow Up Reports**

(Pages 65 - 94)

**6 Unitary Performance Group Report 2017-18 and Quarter 1 2018-19**

(Pages 95 - 112)

**7 Annual Equality and Diversity Monitoring Report 2017-18**

(Pages 113 - 158)

**8 Forward Work Programme 2018-19**

(Pages 159 - 160)

The table includes those items that have been identified/agreed to-date. Members are asked to agree any additional items at the end of the meeting which need to be added to the programme.

**PART 2 - BUSINESS TO BE DISCUSSED IN PRIVATE**