

CHESHIRE FIRE AUTHORITY

MEETING OF: CHESHIRE FIRE AUTHORITY
DATE: 20TH SEPTEMBER 2017
REPORT OF: CHIEF FIRE OFFICER AND CHIEF EXECUTIVE
AUTHOR: SARAH DORNFORD-MAY

SUBJECT: ANNUAL REPORT 2016-17

Purpose of Report

1. This report seeks approval to publish the Annual Report for 2016-17 which incorporates statutory information on the annual Statement of Accounts together with summary information on key areas of Service performance during the last financial year.
2. Proofs of the newspaper style report will be shared amongst Members at the meeting and each Member will be sent an electronic copy.

Recommended: That

- [1] Subject to Members' comments, the draft Annual Report 2016–17 is approved for publication.

Background

3. The Authority must publish certain information about its accounts and governance arrangements. Reference is made to this information in the Annual Report.
4. The Authority is also required to comply with the requirements of the Fire and Rescue National Framework concerned with the provision of information to communities about its performance. The publication of the Annual Report helps the Authority to meet these obligations. It is also required to produce an Annual Statement of Assurance.
5. The Authority has prepared and distributed the Annual Report for a number of years, more recently in a newspaper style. The Annual Report is distributed to all homes in Cheshire East, Cheshire West and Chester, Halton and Warrington.

Information

6. The Fire Authority is committed to keeping its residents, businesses and key stakeholders informed about the development of its services and policies and its performance against its published plans.
7. The content of the Annual Report includes details about key areas of Service performance compared over time and against similar fire and rescue services, together with a summary of the Statement of Accounts.
8. A draft of the Annual Report has now been produced, with an electronic copy due to be published on the Service's website by 30th September – the statutory deadline for publication of the Statement of Accounts. Delivery of printed copies of the Annual Report to all 505,000 residential / mixed business addresses will commence on 9th October.

Financial implications

9. The cost of the Annual Report this year will be £47k (£18k printing and £29k postage), compared to £45k last year (£17k printing and £28k postage). This equates to a cost of less than 5p per head of the population. The cost for printing and distribution of the Annual Report can be met from within existing corporate communications budgets.

Legal implications

10. There are various legal requirements relating to the publication of information by the Authority. However, there is no legal requirement to print and send out the Annual Report.

Equality impact assessment

11. In addition to printed and electronic copies of the Annual Report, an Audio CD version will be produced while copies in other languages and formats such as Braille will be made available on request.

Sustainability

12. In recognition of the Authority's commitments through its environmental strategy, the contract with the printing company has specified the use of paper from partially recycled stock.