

CHESHIRE FIRE AUTHORITY

MEETING OF: CHESHIRE FIRE AUTHORITY
DATE: 19 SEPTEMBER 2018
REPORT OF: CHIEF FIRE OFFICER AND CHIEF EXECUTIVE
AUTHOR: LYNN MARSH

SUBJECT: ANNUAL REPORT 2017-18

Purpose of Report

1. This report seeks approval to publish the Annual Report for 2017-18, 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 2017–18 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 in a newspaper style and delivered it to every household in Cheshire. Following a discussion with Senior Members it was agreed that the Annual Report would not be delivered to all households this year. As a result a reduced quantity of printed versions will be made available in selected public access areas.

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 30 September 2018 – the statutory deadline for publication of the Statement of Accounts. Publication will be announced through our social media channels and via mainstream media.

Financial implications

9. Reducing the print circulation and Royal Mail delivery costs will save approximately £45k per annum.

Legal implications

10. The Service has a statutory requirement to publish its summary of accounts. There is no legal requirement to print and distribute an Annual Report.

Equality impact assessment

11. The Annual Report will be made available in other formats on request.

Environmental Implications

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.

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BACKGROUND PAPERS:

1. **Quarter 1 to 4 Reports 2017-18 which have been submitted to the Performance and Overview Committee during 2017-18.**
2. **Statement of Accounts 2017-18 submitted to the Fire Authority on 18th July 2018.**

Appendix 1 – Annual Report 2017-18