

MINUTES OF A MEETING OF THE POLICY, RESOURCES AND PERFORMANCE COMMITTEE

HELD ON 21st JULY 2011

Present:

Councillor Fred Walker (Chairman), Councillor Henry Cooper (Vice-Chairman), Councillors David Acton, John Bell, Lynda Byrne, Derek Heffernan, Barrie Holland, Michael Jones, Bernard Judge, Andrew Morgan, John O'Brien, Paul Shannon and Michael Smith

Also in Attendance: Steve McGuirk (County Fire Officer & Chief Executive), Jim Owen (Deputy County Fire Officer), Paul McKeivitt (Treasurer, Wigan MBC), Ged Murphy (Director of Finance and Technical Services), Gwynne Williams (Deputy Clerk and Authority Solicitor) and Donna Parker (Democratic Services Manager)

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Tommy Judge and George Wilson.

2. DECLARATIONS OF INTEREST

1. Councillor Fred Walker, Chairman, declared a Personal Interest in Minute 11 – 'North West Charter on Elected Member Development – Member Personal Development Plan Interviews 2011/12' by virtue of being a Member of the North West Employers Organisation.

Councillor Fred Walker vacated the Chair for the consideration of this item. Councillor Henry Cooper, Vice-Chairman, took the Chair for this item only.

2. Councillors Derek Heffernan and Bernard Judge declared a Personal and Prejudicial Interest in Minute 15 – 'Land at Vineyard Street, Oldham' by virtue of being an Elected Member at Oldham Metropolitan Borough Council. Both Members left the room for the consideration of this item and took no part in the discussion or voting thereon.

3. URGENT BUSINESS (IF ANY)

There were no items of urgent business received.

4. EXCLUSION OF PRESS AND PUBLIC

Resolved: That the public be excluded from the meeting when the following items are considered for the reasons set out below:

Agenda Item No.	Title	Minute No.	Description of Exempt Information by reference to the paragraph number in Schedule 12A of the Local Government Act 1972
Appendix 6 to Item 14	Budget Monitoring Quarter 1 2011/12: Revenue/Capital	14.	1. (Information relating to any individual) 3. (Information relating to the financial or business affairs of any person or organisation, including the Authority)
E.1	Land at Vineyard Street, Oldham	15.	3. (Information relating to the financial or business affairs of any person or organisation, including the Authority)

5. MINUTES OF MEETING THURSDAY, 26TH MAY, 2011 OF POLICY STANDING SUB-COMMITTEE

The Committee received the Minutes of the Policy Standing Sub-Committee held on 26th May 2011.

Resolved: That the proceedings of the Policy Standing Sub-Committee held on 26th May 2011, be approved.

6. SUB-COMMITTEE APPOINTMENTS ETC 2011/12

The Clerk submitted a report which requested the Committee to nominate Members to serve on the Appeals Sub-Committee, Policy Standing Sub-Committee and Member Development Steering Group for the 2011/12 municipal year.

Resolved: That Members be nominated to serve for the 2011/12 municipal year as follows:

Sub-Committee / Steering Group	Membership 2011/12
Appeals Sub-Committee (8)	Councillor Fred Walker (Chairman), Henry Cooper (Vice-Chairman), Councillors David Acton, John Bell, Barrie Holland, Andrew Morgan, John O'Brien and Paul Shannon
Policy Standing Sub-Committee (10)	Councillor Fred Walker (Chairman), Henry Cooper (Vice-Chairman), Councillors David Acton, John Bell,

	Lynda Byrne, Barrie Holland, Michael Jones, Bernard Judge, John O'Brien and Paul Shannon
Member Development Steering Group	Councillor Fred Walker (Chairman), Henry Cooper (Vice-Chairman), Councillors David Acton, John Bell, Lynda Byrne; Ken Harper and Gavin Little (Independent Members)

7. AUDIT & SCRUTINY COMMITTEE - TERMS OF REFERENCE

Consideration was given to a report of the Clerk which recommended Terms of Reference for the scrutiny function of the new Audit and Scrutiny Committee.

Members were reminded that at the Annual Meeting of the Authority on 23rd June it was resolved to amend the function of the Audit Committee to include duties in relation to scrutiny. The Authority directed the Clerk to draft revised Terms of Reference and submit these to this Committee for consideration and approval.

Resolved: The revised Terms of Reference for the Audit and Scrutiny Committee, as detailed at Appendix 1 of the report, be approved.

8. INCOMING CONSULTATION LOG UPDATE - JUNE 2011

Consideration was given to a report of the County Fire Officer and Chief Executive which presented the 'Incoming Consultation Log'. This document allowed the Corporate Leadership Team (CLT) to monitor the external consultations that Greater Manchester Fire and Rescue Service had responded to at the request of partners and other external agencies.

It was reported that the Service's Corporate Planning and Performance Directorate maintained the 'Incoming Consultation Log' for all partner consultation and the document was reviewed monthly by CLT.

The Committee were requested to consider whether they wished the 'Incoming Consultation Log' to be submitted to future meetings of this Committee, and if so, whether consultations were submitted to the Authority for agreement.

Recommended: That:

1. The content of the report, 'Incoming Consultation Log' as detailed at Appendix 1 of the report and comments raised, be noted.
2. An update on external consultations be submitted to this Committee for Members information accordingly.

9. HEALTH AND WELLBEING STRATEGY

Consideration was given to a report of the County Fire Officer and Chief Executive which sought approval of the Health and Wellbeing Strategy, which had been produced to support a number of 'Delivery Goals' contained within the Corporate Plan 2011-2014 and provided a framework for managing current and future wellbeing initiatives.

It was reported that the Strategy would provide a foundation on which to understand how Health and Wellbeing initiatives could contribute to the overall performance of an organisation, and would focus on the following four key areas:-

- Health, Promotion and Education;
- Maintaining and developing a healthy workforce;
- Support our Employees to remain in work;
- Support our Employees to return to work.

Members had an in-depth discussion on the content of the Strategy and the benefits this offered to all employees. In addition, the Committee requested that a progress report on the implementation of the Strategy be submitted to this Committee in 12 months time, for Members' information.

Recommended: That:

1. The Health and Wellbeing Strategy, as detailed in Appendix 1 of the report, be approved.
2. Further work commence on conducting an organisational health needs assessment and producing a three year action plan for the Service.
3. A progress report on the implementation of the Health and Wellbeing Strategy be reported to this Committee by July 2012.

10. EXTENSION OF OCCUPATIONAL HEALTH CONTRACT

Consideration was given to a report of the County Fire Officer and Chief Executive which provided an update on the Occupational Health Services Contract provided by PMI Health Group during 2009 and 2011 and sought an extension to the contract for a further 12 months until July 2013.

Resolved: That an extension to the contract with PMI Group for a period of 12 months until July 2013, be approved.

11. NORTH WEST CHARTER ON ELECTED MEMBER DEVELOPMENT LEVEL 2 - OUTCOME OF THE ASSESSMENT VISIT

Consideration was given to a report of the County Fire Officer and Chief Executive which informed Members that Greater Manchester Fire and Rescue

Authority had been successful in achieving Level 2 the 'exemplar' level of the North West Charter on Elected Member Development.

It was reported that the North West Employers Regional Development Committee had met to consider all applications in June 2011 and had no hesitation in awarding Level 2 the 'exemplar' level of the Charter to Greater Manchester Fire and Rescue Authority.

Attached at Appendix 1 of report, for Members' information, was a copy of the verification report produced by North West Employers which detailed the outcomes of their assessment and included areas for future and continuous improvement which would be an important part of the Charter Review in three years' time. In conclusion, the Verification Team felt GMFRA had a solid application which had been well-evidenced and showed significant progress towards community benefits from member development.

The Chairman reminded Members that a 'Tour of GMFRS Control Centre' would be taking place at the rise of the meeting and a Member Training Session titled 'A Day in the Life of a Firefighter' would be taking place on Friday 22nd July 2011 at Eccles Fire Station which both new and existing Members were encouraged to attend.

Recommended: That:

1. The content of the report and comments raised, be noted.
2. The Committee support the continuation of the Member Training and Development process.

12. NORTH WEST CHARTER ON ELECTED MEMBER DEVELOPMENT - MEMBER PERSONAL DEVELOPMENT PLAN INTERVIEWS 2011/12

Consideration was given to a report of the County Fire Officer and Chief Executive which sought approval to commission North West Employers to undertake the Member Personal Development Plan Interviews for 2011/12.

The aim of the Personal Development Plan was to enable Members to identify their training and development needs in connection with the role of the Fire Authority and its committees. In addition, the information provided would form the basis of a training needs analysis and inform a programme of training events for the forthcoming year. It was the intention to undertake this piece of work by the end of September 2011. An Annual Review would be conducted to look at the progress made against the Plan and at that stage Members would have the opportunity to identify any further personal development needs.

A copy of the 'Member Training and Development Programme for 2011/12' was attached at Appendix 3 of the report, for Members information.

Recommended: That:

1. The content of the report and comments raised, be noted.
2. Approval be given to commission North West Employers' Organisation to undertake the first round of Member Personal Development Interviews for 2011/12.
3. The 'Member Training and Development Programme for 2011/12', be noted.
4. The continuation of the Member Training and Development process be supported.

13. TREASURY MANAGEMENT 1ST INTERIM REPORT

Consideration was given to a report of the Treasurer which presented the Treasury Management: 1st Interim Report. The purpose of the report was to review the operation and exercise of delegated Treasury Management powers during the first three months of 2011/12 and considered the prospects for the remainder of the financial year. The report also reviewed the credit ratings of the organisations with which the Authority could place its surplus funds.

Members requested that additional information on the Authority's 'Long Term Borrowing', as referred to in the report, be circulated to all Members on this Committee for their information.

Recommended: That:

1. The Treasury Management: 1st Interim Report, be accepted.
2. Additional information on the Authority's 'Long Term Borrowing' be circulated to all Members on this Committee for their information only.

14. BUDGET MONITORING QUARTER 1 2011/12: REVENUE/CAPITAL

Consideration was given to a report of the Treasurer which set out the position of expenditure against the Revenue Budget including the Firefighters Pensions Account and the Capital Programme at the end of the first quarter for 2011/12 (Appendix 1, 2, 3, 4 and 5 of the report refers). In addition, the report provided an update on the final outturn for 2010/11. At Quarter 1 it was anticipated that by the end of the year there would be a £2.1m underspend when compared against the Original Budget.

In conclusion, it was reported that the review of spending showed that in overall terms Brigade net expenditure was currently below the original budget. The predicted position reported should provide assurance that efficiencies were being achieved and that the position would help underpin the financial future of the Authority and that the Authority's financial management systems remained sound.

Members had an in-depth discussion on 'Firefighters Pension Fund Account – Analysis of Significant Variations' regarding the current situation and how this had been reached.

In addition, the Director of Finance and Technical Services provided an update on Capital Schemes with particular regard to the new 'Bury and Rochdale Fire Stations' a number of site specific issues and the impact on previously reported timetable of works. Work was ongoing to resolve the matters raised in the meeting and Members would be kept apprised of developments accordingly.

Recommended: That:

1. The content of the report and the projected year end variations, be noted.
2. The current position on the capital programme, be noted.
3. The transfer of £0.050m from the Sustainability Budget to the Thompson Street Improvement Works Budget, be noted.
4. The transfer of £0.100m from the Earmarked Reserve to the Capital Programme in respect of the CFRMIS upgrade, be approved.

15. LAND AT VINEYARD STREET, OLDHAM

Consideration was given to a report of the County Fire Officer and Chief Executive which sought approval to purchase a small piece of land adjoining Oldham Fire Station from Oldham Metropolitan Borough Council.

Recommended: That the purchase of land identified on the plans, as detailed at Appendix 1 of the report, on the terms provisionally agreed, be approved.

CHAIRMAN

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