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2 June 2023

Fire & Rescue Service Scrutiny Committee

A meeting of the Committee will be held at **10.30 am** on **Monday, 12 June 2023** at **County Hall, Chichester, PO19 1RQ**.

The meeting will be available to watch live via the Internet at this address:

<http://www.westsussex.public-i.tv/core/portal/home>.

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Agenda

10.30 am 1. **Election of Chairman**

The Committee is asked to elect a Chairman for 2023-24 from the committee members listed below.

Cllr Bence, Cllr Boram, Cllr Chowdhury, Cllr Duncton, Cllr Joy, Cllr Patel and Cllr Pendleton.

If the election is contested, a secret ballot will be held in accordance with Standing Order 2.17.

10.35 am 2. **Election of Vice Chairman**

The Committee is asked to elect a Vice Chairman for 2023-24 from the committee members listed below.

Cllr Bence, Cllr Boram, Cllr Chowdhury, Cllr Duncton, Cllr Joy, Cllr Patel and Cllr Pendleton.

If the election is contested, a secret ballot will be held in accordance with Standing Order 2.17.

10.40 am

3. **Declarations of Interest**

Committee members and officers must declare any pecuniary or personal interest in any business on the agenda. They should also make declarations at any stage such an interest becomes apparent during the meeting. Consideration should be given to leaving the meeting if the nature of the interest warrants it. If in doubt please contact Democratic Services before the meeting.

4. **Minutes of the last meeting of the Committee** (Pages 5 - 8)

The Committee is asked to agree the minutes of the meeting held on 9 March 2023 (cream paper).

5. **Urgent Matters**

Items not on the agenda which the Chairman of the meeting is of the opinion should be considered as a matter of urgency by reason of special circumstances, including cases where the Committee needs to be informed of budgetary or performance issues affecting matters within its terms of reference, which have emerged since the publication of the agenda.

6. **Responses to Recommendations** (Pages 9 - 12)

The Committee is asked to note the responses to recommendations made at previous meetings of the Committee.

10.45 am

7. **Performance Report Quarter 4**

(a) **Fire and Rescue Service Strategic Performance Report Quarter 4** (Pages 13 - 42)

Report by the Chief Fire Officer.

The report provides a context to the Performance and Assurance Framework for the purpose of future scrutiny of the Executive's approach to performance.

(b) **End of March 2023 (Quarter 4) Quarterly Performance and Resources Report** (Pages 43 - 68)

A report by the Chief Executive and Director of Finance and Support Services setting out the corporate performance, finance, workforce, risk and capital programme positions as at the end of March 2023.

The Committee is asked to examine the data and supporting commentary for the Performance and Resources report and make any recommendations for action to the Cabinet Member for Community Support, Fire and Rescue.

11.45 am 8. **West Sussex Fire & Rescue Service Annual Statement of Assurance 2022-23** (Pages 69 - 110)

Report by the Chief Fire Officer.

The report outlines the way in which West Sussex County Council and its Fire and Rescue Service delivered the requirements contained in the National Fire and Rescue Framework and the authority's Community Risk Management Plan during 2022/2023.

12.15 pm 9. **Work Programme Planning and Possible Items for Future Scrutiny**

The Committee is asked to review its current draft work programme taking into account the Forward Plan of Key Decisions and any suggestions from its members for possible items for future scrutiny.

(a) **Forward Plan of Key Decisions** (Pages 111 - 114)

Extract from the Forward Plan dated 4 May 2023 – attached.

An extract from any Forward Plan relevant to the Committee's portfolio published between the date of despatch of the agenda and the date of the meeting will be tabled at the meeting.

The Committee is asked to consider whether it wishes to enquire into any of the forthcoming decisions within its portfolio.

(b) **Work Programme** (Pages 115 - 118)

The Committee to review its draft work programme taking into consideration the checklist at Appendix A.

12.25 pm

10. **Requests for Call-in**

There have been no requests for call-in to the Scrutiny Committee and within its constitutional remit since the date of the last meeting. The Director of Law and Assurance will report any requests since the publication of the agenda papers.

11. **Date of Next Meeting**

The next meeting of the Committee will be held on 14 September at 2.15pm at County Hall, Chichester. Probable agenda items include:

- Fire and Rescue Service Strategic Performance Report
- Quarterly Performance and Resources Report

Any member wishing to place an item on the agenda for the meeting must notify the Director of Law and Assurance by 30 August 2023.

To all members of the Fire & Rescue Service Scrutiny Committee

Webcasting

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