

**Environment, Communities and Fire Scrutiny Committee**

**13 January 2020**

**Business Planning Group Report**

**Report by Chairman, Business Planning Group**

**Executive Summary**

Each Scrutiny Committee has a Business Planning Group (BPG) to oversee the Committee's work programme and prioritise issues for consideration by the Committee. This report provides an update to the Committee of the BPG meeting held on 15 November 2019, setting out the key issues discussed.

**Focus for Scrutiny**

The Environment, Communities and Fire Scrutiny Committee is asked to consider the contents of this report and confirm that the Committee's Work Programme for 2019/20 (attached as appendix A) reflects the priorities within the Committee's portfolio.

**1. Background**

1.1 The Business Planning Group (BPG) met on 15 November 2019 with Mr Barrett-Miles and Mr S Oakley, in attendance to undertake work planning on behalf of the Committee.

1.2 Among the issues discussed:

- **Strategic and Business Critical Contracts Status Report**

Emma Ford (Strategic Contract and Supplier Relationship Manager) provided the Group with an update on the portfolio's strategic and business critical contracts. The members considered the scope of the information presented and agreed that future presentations to the BPG would only be required for those contracts which are failing to achieve their KPIs. No issues were identified for scrutiny by the full Committee.

- **Portfolio Performance Update Summary August 2019**

John Edwards, Group Manager, Commercial Finance, and Martin Farrell, Head of Intelligence and Performance, provided an overview of the position as of the end of August and the status of the Capital Programme.

No issues for further scrutiny by the Committee, or for referral to Performance and Finance Scrutiny Committee were identified; and no current issues of concern were identified in the Capital Programme. The BPG will continue to review the portfolio-specific elements of the Capital Programme

- **FRS second Quarter Performance Management**

Jon Simpson and Adrian Murphy, Area Managers within the Fire and Rescue Service, attended to support the item.

Following an internal restructure, Jon Simpson was the Head of Response, Adrian Murphy the Head of Protection and Nicki Peddle the Head of Prevention. Jon Lacey was leading on the FC20 project and The Chairman would speak with Jon Lacey separately for a FC20 update.

The KPIs presented in the quarterly performance report were discussed, and the extent to which they demonstrated how well the service was performing. The Group and the FRS representatives agreed that the KPIs did not fully capture the full picture of FRS performance. Additional data held by the service, but not hitherto considered by the Group measured how well the Service was meeting certain statutory duties. The Chairman to speak with the Cabinet Member on this issue.

The Group decided that the FRS Task and Finish Group should proceed to publish its final report at the January meeting of the Committee. In particular, it was determined that recommendations made by the Internal Audit team (of which several were relatively operational in nature) were being separately and adequately monitored by the Regulation, Audit and Accounts Committee, and that there was thus no additional value to be added through scrutiny by the TFG.

- **Annual Air Quality Report**

Margaret Enstone, Senior Advisor, and Steve Read Acting Executive Director, Place Services, attended to brief the Group on the draft Annual Report.

The Group considered the report and asked for officers to make some additions to the final report.

- **Review of the New Approach to using Community Groups to Deliver Highways Services**

Michele Hulme, Head of Local Highway Operations, attended to brief the Group. Community groups, through the 'Improving Places and Spaces' offer are being encouraged/supported in their desire to undertake environmental maintenance work on the highway. This

is work that isn't safety related and therefore not undertaken by the County Council, or its contractors.

- **Economic Growth Plan Performance Reporting: Proposed Approach**

Carolyn Carr, Economic Growth Manager, attended to update the Group on the Economic Growth Plan performance framework, and the reporting framework proposed to be presented to the Group for future updates. Reporting against the framework would happen at the end of each financial year and the Annual Report 19/20 will be scrutinised in summer 2020, to include scrutiny of the prioritisation work arising from the Growth Deal programme.

## **2. Work Programme Planning 2019/20**

- 2.1 Informed by officers from the relevant service areas, BPG members considered the Work Programmes for 2019/20.
- 2.2 The output from this discussion is summarised in the revised work programme at Appendix A (2019/20) which reflects any subsequent decisions or alterations made since the meeting.

## **3. Equality Duty**

- 3.1 An Equality Impact Report is not required for this report as it deals with internal matters only.

**Andrew Barrett-Miles**  
**Chairman, Environment, Communities and Fire Scrutiny Committee**

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**Appendix A - Environment, Communities and Fire Select Committee Work Programme 2019/20**

**Background Papers - None**