



**DORSET & WILTSHIRE
FIRE AND RESCUE
AUTHORITY**

Item 12

MEETING	Finance and Audit Committee
DATE OF MEETING	21 September 2016
SUBJECT OF THE REPORT	Performance for 1 st Quarter – 1 April 2016 to 30 June 2016
STATUS OF REPORT	For open publication
PURPOSE OF REPORT	For information and approval
EXECUTIVE SUMMARY	<p>Members have agreed that Local Performance and Scrutiny Committees would review performance against corporate priorities 1 to 3, while Finance and Audit Committee would review and scrutinise performance against Priority 4 – <i>Making Every Penny Count</i>. The Authority has also agreed that this Committee may undertake specific reviews of areas of concern within any of the other priorities as requested by the Authority. At the last meeting of Finance and Audit Committee, a briefing session was held to examine the mechanism for local performance reporting and scrutiny including a demonstration of the reporting tool.</p> <p>The review and scrutiny of Priority 4 is covered within the full range of specific items on the Agenda, but there are a number of Key Lines of Enquiry and supporting corporate indicators that provide a broader performance commentary. This paper sets out the performance achieved for 1st Quarter covering the period 1 April 2016 to 30 June 2016.</p>
RISK ASSESSMENT	Failure to fully appropriately review and scrutinise the performance of Service may increase financial and reputational risks.
COMMUNITY IMPACT ASSESSMENT	None for the purposes of this report
BUDGET IMPLICATIONS	There are no budgetary implications arising from this report
RECOMMENDATIONS	<p>Members are asked to consider and approve:</p> <ul style="list-style-type: none"> i. The level of the baseline assessment against the Key Lines of Enquiry set out in Appendix A

NOT PROTECTIVELY MARKED

	ii. The Quarterly Performance Report set out in Appendix B
BACKGROUND PAPERS	None
APPENDICES	Appendix A – Key Lines of Enquiry Baseline Assessment Appendix B – Performance Report for 1 st Quarter
REPORT ORIGINATOR AND CONTACT	Robert Ford, Head of Strategic Planning and Knowledge Management Tel: 01722 691094

1. Introduction

1.1 Members have previously decided that reporting and scrutinising performance should be based around the four strategic priorities set out in the Community Safety Plan. It has been agreed that Local Performance & Scrutiny Committees review and scrutinise performance against the following three priorities:

- *Help you to make safer and healthier choices*
- *Protect you and the environment from harm*
- *Be there when you need us*

2.2. Finance and Audit Committee review and scrutinise performance against the fourth priority – *Making Every Penny Count*. Members also agreed that Finance and Audit Committee would review specific items covered by the first three priorities where these items merited additional scrutiny or analysis, as mandated by the Authority.

1.2 Part of the innovative approach to reporting and scrutiny has been to anchor reporting to specific Key Lines of Enquiry (KLOEs). Each of the Strategic Priorities is supported by 4 KLOEs, which are designed to pose specific questions, which in answering, provide Members with an evidence base to explain what has been put in place to deliver the priorities and show how the Service is changing and saving the lives of residents in Bournemouth, Poole, Dorset, Swindon and Wiltshire.

1.3 A baseline assessment has been completed against each KLOE and the evidence collected for each KLOE has been assessed against three levels – *Developing*, *Established* and *Advanced* to determine the overall level of performance that has been achieved. Details of the KLOEs, the baseline assessment and an assessment of the level so far achieved is set out in Appendix A.

1.4 It is suggested that Members approve the evidence base and assessment level at the first meeting and review progress once each year. This will explain and outline to residents, partners and the wider community what is being done to improve the safety and well-being of all our communities.

2. Quarterly Reporting

2.1 As the baseline assessment against each KLOE is completed and reviewed, it is important that Finance and Audit Committee also receives a quarterly report on specific outcomes that have been achieved. These outcomes will be explained in a narrative for each KLOE supported by key corporate performance indicators.

2.2 To effectively report on performance, we have developed a performance/activity management system that provides a line of sight from workplace up to the Authority.

2.3 Members will have access to a dedicated Members Dashboard, accessed through our website. This dashboard concept was outlined and demonstrated as part of the Finance

and Audit Meeting on 6 July 2016. Details of the dashboard and log on details will be circulated separately to Members prior to this meeting. Members will also receive and be offered additional support to use the system.

- 2.4 Current Standing Orders require the formal publication of a written report prior to each meeting of the Finance and Audit Committee and Appendix B contains the quarterly report on performance for the 1st Quarter (1 April 2016 – 30 June 2016). Over time, Members may prefer to use the Members Dashboard as the sole means of reporting and scrutinising of performance and it is also anticipated that a dedicated view will be created so that residents, partners and the wider community can also review performance in this way.

3. Conclusion

- 3.1 The use of Key Lines of Enquiry is an innovative approach to reporting performance. We anticipate that these innovative approaches will provide an easier means for Members to receive performance information and hold Officers to account and also provide our local communities with a means and understanding to engage and scrutinise the performance of their local services.