

ESSEX POLICE, FIRE AND CRIME COMMISSIONER FIRE & RESCUE AUTHORITY

Essex County Fire & Rescue Service

Meeting	Fire and Rescue Performance and Resources Board	Agenda Item	
Meeting Date	27 August 2024	Report Number	
Report Author:	Pippa Brent-Isherwood (Chief Executive and Monitoring Officer)		
Presented By	Pippa Brent-Isherwood (Chief Executive and Monitoring Officer)		
Subject	Review of the Terms of Reference		
Type of Report:	Recommendation		

RECOMMENDATIONS

1. That the Board recommends adoption of the updated Terms of Reference attached at Appendix 2 to the Strategic Board at its meeting in September as part of the biennial review of the PFCCFRA's Constitution.

BACKGROUND

2. The Terms of Reference for the Performance and Resources Board have been subject to their usual biennial review as part of the regular review of the Authority's Constitution. The version attached at Appendix 1 is marked up to highlight the amendments proposed. Attached at Appendix 2 is a clean version of the proposed new Terms of Reference.
3. As can be seen from the mark-up of Appendix 1, the majority of the changes proposed have been made to reflect updated terminology (e.g. the transition from Integrated Risk Management Plans to Community Risk Management Plans), service restructuring and current practice, as well as to ensure consistency (where appropriate) with the Terms of Reference for the Performance and Resources Board overseeing the performance of Essex Police, which were reviewed last year. No more substantive changes are proposed at this review.

OPTIONS AND ANALYSIS

4. The Board may propose additional and / or alternative amendments to the Terms of Reference as part of its review. Any further changes proposed by the Board will be reflected in the version presented to the Strategic Board for endorsement at its September meeting.
5. Alternatively, the Authority could choose not to review and update the Terms of Reference for the Performance and Resources Board, however this would expose the Authority to the risks set out below, and so is not recommended.

BENEFITS AND RISK IMPLICATIONS

6. Without a clear statement of the purpose of the Performance and Resources Board, and well-defined relationships between this and the other elements of the governance framework, there is a risk that issues will not receive appropriate scrutiny from the Authority, which in turn would undermine their accountability to the public.
7. Should the Terms of Reference not be reviewed and updated on a regular basis, there is a risk that matters may be considered at an inappropriate level, or that issues may not be escalated as required. There would also be a risk of duplication and of the various boards and governance structures not fulfilling their core functions, due to the remits of individual boards and their links to other governance mechanisms being insufficiently clear.

FINANCIAL IMPLICATIONS

8. There are no financial implications arising directly from this report.

EQUALITY AND DIVERSITY IMPLICATIONS

9. There are no equality and diversity implications arising directly from this report. It is proposed that the Performance and Resources Board will continue to monitor workforce composition and demographics, and to champion initiatives to increase workforce diversity.

WORKFORCE ENGAGEMENT

10. There has been no specific workforce engagement undertaken in the preparation of this report.

LEGAL IMPLICATIONS

11. There are no legal implications arising directly from this report.
12. The principal provisions affecting the governance of the fire and rescue service are set out in the Fire and Rescue Services Act 2004, as amended by the Policing and Crime Act 2017, and the Police, Fire and Crime Commissioner for Essex (Fire and Rescue Authority) Order 2017. The Terms of Reference for the Performance and Resources Board are designed to support the Authority in discharging their statutory duties to put in place arrangements to deliver an efficient and effective fire and rescue service, and to hold the Chief Fire Officer / Chief Executive to account for the exercise of functions delegated to them.

HEALTH & SAFETY IMPLICATIONS

13. There are no direct health and safety implications.

APPENDICES & BACKGROUND PAPERS

Appendix 1 – Draft Terms of Reference of the Fire and Rescue Performance and Resources Board (marked up)

Appendix 2 - Draft Terms of Reference of the Fire and Rescue Performance and Resources Board (August 2024)