

WEST MIDLANDS FIRE AND RESCUE AUTHORITY

11TH APRIL 2005

1. PERFORMANCE MANAGEMENT FRAMEWORK

Report of the Chief Fire Officer.

RECOMMENDED

THAT the Authority note the suite of Standing Orders developed which represent the Performance Management Framework of the West Midlands Fire and Civil Defence Authority.

2. PURPOSE OF REPORT

This report is submitted to inform the Authority of the existence of a suite of Standing Orders which represent the Performance Management Framework.

3. BACKGROUND

- 3.1 In preparation for the introduction of Comprehensive Performance Assessment (CPA) to fire authorities, the Performance and Planning Department acknowledged the importance that the Audit Commission place on performance management in their assessment of fire authorities and identified areas for improvement in this area.
- 3.2 In August 2003 a project board was established, consisting of members from the Administration and Performance and Planning departments. This project board was established to review the performance management framework of the Fire Authority and make recommendations for improvement.
- 3.3 The scope of the review included:
 - 3.3.1 Best Value
 - 3.3.2 Setting targets and Directed Action Planning
 - 3.3.3 Performance management information
 - 3.3.4 Performance Review of Incident Command (PRC)
 - 3.3.5 Performance Review of Station Management (PRSM)

- 3.3.6 Significant Incident Audits
- 3.3.7 Quality Assurance/Audit of significant projects
- 3.3.8 Active Intervention Monitoring
- 3.3.9 Individual performance

3.4 A significant recommendation for improvement as an outcome of this review was the production of a suite of Standing Orders which would represent the Performance Management Framework of the organisation.

3.5 The Performance Management Framework Standing Orders are attached to this report as appendices:

Appendix 1: Standing Order 23/01 - Performance Management Framework

Appendix 2: Standing Order 23/02 - Comprehensive Performance Assessment

Appendix 3: Standing Order 23/03 - Setting Targets

Appendix 4: Standing Order 23/04 - Performance Management Information

Appendix 5: Standing Order 23/05 - Best Value

Appendix 6: Standing Order 23/06 - Performance Review of Incident Command (PRC)

Appendix 7: Standing Order 23/07 - Performance Review of Station Management (PRSM)

Appendix 8: Standing Order 23/08 - Significant Incident Audits

Appendix 9: Standing Order 23/09 - Quality Assurance/Audit of Significant Projects

3.5 It is intended to 'launch' the Performance Management Framework Standing Orders on 1st April 2005.

4. **EQUALITY AND DIVERSITY IMPLICATIONS**

There are no direct equality and diversity implications arising from this report.

5. **CORPORATE AIMS SUPPORTED**

The principal corporate aims supported by the information in this report are as follows.

11. To continuously modernise and improve the quality of service.

12. To improve channels of communication.

6. **LEGAL IMPLICATIONS**

The course of action recommended in this report does not raise issues which should be drawn to the attention of the Authority's Monitoring Officer.

7. **FINANCIAL IMPLICATIONS**

There are no direct financial implications arising from this report.

BACKGROUND PAPERS

Audit Commission CPA documentation

F. J. E. SHEEHAN
CHIEF FIRE OFFICER