



## Committee of the Whole Report

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**Report Number:** FIRE2024-002  
**Meeting Date:** May 7, 2024  
**Title:** Kawartha Lakes Fire Rescue Service 2023 Annual Report  
**Author and Title:** Terry Jones, Fire Chief

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### Recommendation(s):

**That** Report FIRE2024-002, **Kawartha Lakes Fire Rescue Service 2023 Annual Report**, be received; and

**That** this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

**Department Head:** \_\_\_\_\_

**Financial/Legal/HR/Other:** \_\_\_\_\_

**Chief Administrative Officer:** \_\_\_\_\_

## **Background:**

Annual reports are crucial for fire departments to assess their performance, maintain transparency and accountability, and effectively communicate with their community and stakeholders.

## **Rationale:**

Fire departments conduct annual reports for several important reasons:

1. **Accountability:** Annual reports provide a summary of the department's activities, accomplishments, and challenges over the past year. It allows the department to be accountable to the community it serves, as well as to council and other stakeholders.
2. **Transparency:** The annual report offers transparency into the operations, budget, and performance of the fire department.
3. **Performance Evaluation:** Annual reports allow for an evaluation of the department's performance against set goals and objectives. It helps in assessing whether the department is meeting its targets and if there are areas needing improvement.
4. **Planning and Decision Making:** Reviewing the past year's activities helps in planning for the future. The Fire Service can identify trends, areas of concern, and areas of success, which can inform strategic planning and decision-making for the upcoming year.
5. **Communication:** Annual reports serve as a means of communication between the fire department, council and the community it serves. They inform citizens about the department's activities, achievements, and challenges, fostering a sense of connection and understanding.
6. **Resource Allocation:** By analyzing the data presented in the annual report, fire department officials can make informed decisions about resource allocation, including budgeting for equipment, staffing, training, and other needs.
7. **Public Relations:** Annual reports serve as a public relations tool, showcasing the department's professionalism, dedication, and commitment to public safety. They highlight community outreach efforts, and other positive contributions made by the department and its personnel.

## **Other Alternatives Considered:**

No other alternative was considered.

## **Alignment to Strategic Priorities**

The Kawartha Lakes Fire Rescue Service annual report aligns with the following strategic priorities:

### **Good Government**

Development of benchmarks and performance measures supports departmental strategies and business planning that ensure municipal assets and operations are managed efficiently and effectively. A continuous review of operational efficiencies ensures that best municipal practices are adopted.

### **A Vibrant and Growing Economy**

Evaluation of benchmarks and performance measures supports effective response operations and service delivery.

### **An Excellent Quality of Life and Service Excellence**

Implementation of service delivery guided by performance measures helps to support efficient delivery of response operations and assists the general well-being and overall health and safety of residents.

### **Financial/Operation Impacts:**

Performance measures are used as guidance for strategic planning and departmental work plan objectives.

Financial/Operation Impacts:

There is no financial implication to the Fire Service Annual Report.

**Attachments:**



Appendix A – Kawartha Lakes Fire Rescue Service 2023 Annual Report

Kawartha Lakes Fire  
Rescue Service 2023

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**Department Head: Terry Jones, Fire Chief**