

**Shropshire and Wrekin Fire and Rescue Authority**  
**Audit and Performance Management Committee Meeting**  
**to be held on Thursday, 9 September 2010 at 2.00 pm**  
**at Headquarters, Shrewsbury**

**Agenda**

- 1 Election of Chair**  
To elect a Chair for the ensuing year
- 2 Appointment of Vice-Chair**  
To appoint a Vice-Chair for the ensuing year
- 3 Apologies for Absence**
- 4 Declarations of Interest**  
Members are reminded that they should declare any personal and/or prejudicial interests at this point and that they should leave the meeting before any item, in which they have a prejudicial interest, is discussed.
- 5 Minutes**  
Members are asked to agree the minutes of the meeting of the Audit and Performance Management Committee, held on 13 May 2010, and that they are signed as a correct record. Attached marked **5. For decision**
- 6 Public Questions**  
To receive any questions, statements or petitions, of which notice has been received, from members of the public.
- 7 Constitution and Training**  
This report brings the latest version of the Committee's constitution to the notice of its Members. The report also advises of the need to alter the November 2010 meeting date. Finally, the report brings Members up to date on training issues and requests them to consider what should be the topic of the next training session. Attached marked **7. For decision**
- 8 Amendments to Final Accounts**  
The report sets out the significant changes to the Annual Accounts since they were presented to the Fire Authority in June, and explains their implications. Attached marked **8. For information**
- 9 Annual Governance Report 2009/10 and Audit Commission Issues**  
Mr Wilson and Mr Patterson from the Audit Commission will attend to present the Commission's report on the audit for the year ended 31 March 2010, attached marked **9.**

The Chair, Chief Fire Officer and Treasurer (in accordance with the authority delegated to them by the Fire Authority at its meeting on 19 July 2006) will then sign the Letter of Representation for the year ended 31 March 2010, as required by the Audit Commission.

**For consideration and adoption**

**10 Annual Governance Statement Improvement Plan 2010/11**

This report presents the new 'Annual Governance Statement' Improvement Plan for 2010/11, formally approved by the Fire Authority on 16 June 2010, and the progress made to date against the improvements contained in that Plan. Attached marked **10. For information**

**11 Code of Corporate Governance 2010/11**

This report gives the Committee an opportunity to make comment on the proposed new Code of Corporate Governance 2010/11, prior to its going forward to the full Fire Authority for agreement and adoption.

Attached marked **11. For decision**

**12 Internal Audit Report on Compliance with the Code of Corporate Governance 2010/11**

The Internal Audit Report on Shropshire Fire and Rescue Service Compliance with the Code of Corporate Governance 2010/11 is attached, marked **12. For information**

**13 Risk Management Group  
Internal Audit Progress Monitoring Report**

This report provides Members with an update on the monitoring of recommendations made by Internal Audit that is undertaken by the Risk Management Group. It specifically covers details about the progress made against outstanding recommendations. Attached marked **13**

**For information**

**14 Performance Monitoring**

**14a Performance against Best Value Performance Indicators  
April 2010 to June 2010**

This report informs Members of the Brigade's performance against nationally prescribed Best Value Performance Indicators (BVPs) for the period 1 April 2010 to 30 June 2010. Attached marked **14a. For information**

**14b Summary of Progress within the Improvement Priorities for 2009/10**

This report demonstrates to Members progress on the Fire Authority's Improvement Priorities. Attached marked **14b. For information**

**14c Retained Duty System Performance Monitoring April 2010 to June 2010**

This report provides information regarding the ongoing performance of the Retained Duty System in Shropshire. Attached marked **14c**

**For information**

## **15 Equality and Diversity**

### **15a Equality and Diversity Steering Group – Summary Report**

This report provides the Audit and Performance Management Committee with a summary of the work of the Equality and Diversity Steering Group from May to August 2010. Attached marked **15a. For information**

### **15b Progress on the Single Equality Action Plan**

This report is to update Members on the progress of actions identified within the Single Equality Action Plan, which is monitored through the Directorate Business Plans. Attached marked **15b. For information**