

**Shropshire and Wrekin Fire and Rescue Authority
Audit and Performance Management Committee Meeting
on Thursday, 10 September 2009 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 12 March 2009, 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, Meeting Dates and Training**
The purpose of this report is to bring the latest version of the Committee's constitution to the notice of its Members. The report also advises of the November 2009 meeting date and requests agreement to meeting dates for 2010. 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**
Since the Fire Authority approved the Statement of Accounts 2008/09 on 3 July 2009 a number of amendments have been made:
 - Amendments have been made to the Financial Statements to reflect further impairment costs (£14,000), on the Fire Authority's fixed assets.
 - Disclosure notes regarding financial instruments and FRS 17 pension adjustments have been expanded.

The question of impairment of the value of land as a result of the economic downturn has not been resolved. On limited local evidence this could be significant, although showing impairment in the balance sheet would in itself have no consequences for the Authority. The Audit Commission's technical department has picked up an issue affecting the way all Police and Fire Authorities treat FRS 17 deficits in their general funds. The implications of this generally, and for the Fire Authority's accounts are still being explained.
For information

9 Annual Governance Report 2008/09

Mr Wilson from the Audit Commission will attend to present the Commission's report on the audit for the year ended 31 March 2009, 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 2009, as required by the Audit Commission. **For consideration and adoption**

10 Internal Audit 2008/09 Summary Audit Report

The Fire Authority's Internal Auditor has produced the 2008/09 Summary Audit Report, attached marked **10**, which covers all of the work carried out in the year. **For information**

11 Risk Management Group Internal Audit Progress Monitoring Report

This report provides Members with a summary of the work, undertaken by the Risk Management Group, into the monitoring of the recommendations that have been made in the various audit reports produced by Internal Audit. It gives specific details about the progress made against the outstanding recommendations, referenced in the Internal Audit 2008/09 Summary Report (agenda item 10), Attached marked **11**. **For information**

12 Code of Corporate Governance 2009/10

This report gives the Committee an opportunity to make comment on the proposed new Code of Corporate Governance, prior to its going forward to the full Fire Authority for agreement and adoption. Attached marked **12**
For decision

13 Annual Governance Statement Improvement Plan 2009/10

This report presents the new 'Annual Governance Statement' (AGS) Improvement Plan 2009/10, formally approved by the Fire Authority on 3 July 2009, and the progress made to date against the improvements contained in that plan. Attached marked **13**. **For information**

14 Summary of Compliments and Complaints 2006/07 to 2008/09

This report advises Members of summary details regarding the compliments and complaints received during 2008/09, with comparisons to 2006/07 and 2007/08. Attached marked **14**. **For information**

15 Performance and Financial Benchmarking

This report sets out potential benchmarking material that is available to judge the performance of aspects of the Authority's work. Attached marked **15 For decision**

16 Performance from 2008/09

16a Performance Assessment – Key Performance Indicators

This report informs Members of the score which would be attributed to this Authority for the Key Performance Indicator element of the performance assessment 2008/09, had it still been assessed. Attached marked **16a For information**

16b Performance against Best Value Performance Indicators April 2008 March 2009

This report informs Members of the Brigade's performance against nationally prescribed Best Value Performance Indicators for the period 1 April 2008 to 31 March 2009. Attached marked **16b. For information**

16c Summary of Progress within the Improvement Priorities and Core Business for 2008/09

This report reports progress within the Improvement Priorities Programme for 2008/09. Attached marked **16c. For information**

16d Retained Duty System Performance Monitoring 2008/09

To follow marked **16d. For information**

17 Performance from April to June 2009

17a Performance Assessment – Key Performance Indicators 2009/10

This report informs Members of the score, which would be attributed to this Authority for the Key Performance Indicator element of the performance assessment 2009/10, based on current performance, if assessed. Attached marked **17a. For information**

17b Performance against Best Value Performance Indicators April 2009 to June 2010

To inform Members of the Brigade's performance against nationally prescribed Best Value Performance Indicators (BVPIs) for the period 1 April 2009 to 30 June 2009. Attached marked **17b. For information**

17c Summary of Progress within the Improvement Priorities for 2009/10

This report demonstrates to Members progress on the Fire Authority's Improvement Priorities for 2009/10. Attached marked **17c. For information**

17d Retained Duty System Performance Monitoring April 2009 to June 2010

This report provides information regarding the ongoing performance of the Retained Duty System in Shropshire. Attached marked **17d For information**



18 Performance Indicators

This report advises Members of the mandatory and historical requirements for the reporting of performance, and proposals to review current arrangements. Attached marked **18. For decision**

19 Equality and Diversity

19a Equality and Diversity Steering Group – Summary Report

This report provides the Audit and Performance Management Committee with a summary report on the work of the Equality and Diversity Steering Group. Attached marked **19a. For information**

19b Progress on the Corporate Equality Action Plan

This report updates Members on the progress of the actions identified within the Corporate Equality Action Plan. Attached marked **19b. For information**

