

Shropshire and Wrekin Fire and Rescue Authority
Audit and Performance Management Committee
Meeting on Thursday, 26 November 2009 at 2.00 pm
at Headquarters, Shrewsbury

Agenda

1 Apologies for Absence

2 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.

3 Minutes

Members are asked to agree the minutes of the meeting of the Audit and Performance Management Committee, held on 10 September 2009, and that they are signed as a correct record. Attached marked **3. For decision**

4 Public Questions

To receive any questions, statements or petitions, of which notice has been received, from members of the public.

5 Role Descriptions

This report seeks to establish Role Descriptions for the Chair and Vice-Chair of the Audit and Performance Management Committee and asks the Committee to review the existing Role Description for Member Champion for Risk Management and Audit. Attached marked **5. For decision**

6a Annual Audit Letter of the Audit Commission

The Annual Audit Letter of the Audit Commission will follow, marked **6a. For information**

6b Use of Resources – Report of the Audit Commission

The Audit Commission Use of Resources Report is attached, marked **6b. For information**

7 Annual Governance Statement Improvement Plan 2009/10

This report summarises the progress made to date against the improvements contained in the Annual Governance Statement (AGS) Improvement Plan 2009/10. Attached marked **7. For information**

- 8 Risk Management Group – Internal Audit Progress Monitoring Report**
This report provides Members with an update on the monitoring of recommendations made by Internal Audit. It gives specific details about the progress made against outstanding recommendations. Attached marked **8 For information**
- 9 Performance and Financial Benchmarking**
This report demonstrates the position for our finance function, should we take part in the Chartered Institute of Public Finance and Accountancy (CIPFA) and KPMG Support Services Benchmarking exercise. Attached marked **9 For decision**
- 10a 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 **10a. For information**
- 10b Performance against Best Value Performance Indicators April 2009 to September 2009**
This report informs Members of the Brigade's performance against nationally prescribed Best Value Performance Indicators (BVPIs) for the period 1 April 2009 to 30 September 2009. Attached marked **10b. For information**
- 10c Retained Duty System Performance Monitoring July 2009 to September 2009**
This report provides information regarding the ongoing performance of the Retained Duty System in Shropshire. Attached marked **10c For information**
- 11 Summary of Progress within the Improvement Priorities for 2009/10**
The purpose of this report is to demonstrate to Members progress on the Fire Authority's Improvement Priorities for 2009/10. Attached marked **11. For information**
- 12a Progress on the Corporate Equality Action Plan**
This purpose of this report is to update Members on the progress of the actions identified within the Corporate Equality Action Plan, which are being monitored through the Directorate Business Plans. Attached marked **12a For information**

12b Equality and Diversity Steering Group Summary Report

The purpose of this report is to provide the Audit and Performance Management Committee with a summary report on the work of the Equality and Diversity Steering Group. Attached marked **12b**

For information

13 Member Training Update

This report updates Members on Training Issues. Attached marked **13**

For decision

14 Local Government Act 1972

Members are asked to consider a resolution under the Local Government Act 1972 that the public and press be excluded for the following agenda item on the grounds that it involves the likely disclosure of information, which the Government has directed should, for the time being, be kept confidential.

15 Comprehensive Area Assessment 2009 Results (Embargoed)

This report informs Members of the recently issued results arising from the 2009 Comprehensive Area Assessment regime. Attached marked **15**

For information