

Shropshire and Wrekin Fire and Rescue Authority
Meeting to be held at AFC Telford Learning Centre
on Wednesday, 14 October 2009 at 2.00 pm

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 Fire Authority Annual Meeting, held on 3 July 2009, and that they be signed by the Chair 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 Human Resources Committee

Members are asked to receive the non-exempt minutes of the Human Resources Committee meeting, held on 3 September 2009, attached marked **5**, and consider the **recommendations at items 9, 10 and 13.**

For decision

A separate report relating to the recommendations at item 11 of the minutes is to be considered at item 11 on the agenda for this meeting.

6 Audit and Performance Management Committee

Members are asked to receive and note the minutes of the Audit and Performance Management Committee meeting, held on 10 September 2009. Attached marked **6. For information**

7 Strategy and Resources Committee

Members are asked to receive the minutes of the Strategy and Resources Committee meeting, held on 23 September 2009, attached marked **7**, and consider the **recommendations at items 7, 9 and 10.** The reports relating to items 7, 9 and 10 are attached, marked 7a, 7b and 7c respectively.

For decision

A separate report relating to recommendations a) and b) at item 7a is to be considered at item 12 on the agenda for this meeting.

8 West Midlands Regional Management Board

Members are asked to receive the minutes of the West Midlands Regional Management Board (WMRMB) meeting, held on 23 July 2009, and **consider the recommendations at items 18/09 and 20 to 23/09**. Attached marked **8**. **For decision**

The individual reports relating to all of the above recommendations can be found on the WMRMB website at:

<http://www.wmrmb.co.uk/about-wmrmb/meetings/public/2009-07-23-wmrmb.htm>

If you require a hard copy of any of these documents, please contact Amanda Thomson, Management Support Officer, at Headquarters on 01743 260225.

9 Proposed Meetings Schedule 2010

A schedule of proposed dates for 2010 meetings of the Fire Authority and its committees is attached, marked 9, for approval. For information the agreed 2009 meeting dates are included in the schedule. **For decision**

10 Review of Scheme of Delegation to Officers and of Standing Orders

The purpose of this report is for Members to receive and note the amendments to the Scheme of Delegation to Officers and Standing Orders, which were agreed at, and stand adjourned from, the Annual Meeting of the Fire Authority. Attached marked **10**. **For information**

11 Committee Rationalisation

This report proposes the merger of several committees of the Fire Authority, following recommendations made by the Human Resources Committee at its meeting on 3 September 2009. The report also asks Members to make various decisions relating to those recommendations. Attached marked **11**. **For decision**

12 Role of the Integrated Risk Management Planning Working Group

This report seeks the Fire Authority's approval to recommendations made by its Strategy and Resources Committee on the role of the Integrated Risk Management Planning (IRMP) Members' Working Group. Attached marked **12**. **For decision**

13 Code of Corporate Governance 2009/10

This report introduces a new Code of Corporate Governance to the Fire Authority for consideration and adoption. Attached marked **13**. **For decision**

14 Member Champions

Equality and Diversity Presentation

The Fire Authority's Equality and Diversity Champion, Councillor Dr Jones, will give a presentation on her work over the past year. **For information**

Information and Communications Technology Champion

At its Annual Meeting in July the Fire Authority agreed to delegate the appointment of the Information and Communications Technology Champion to the Clerk in consultation with the Chair. An appointment has not yet been made, however, and the Fire Authority is, therefore, asked to make an appointment to this position and, on the recommendation of our auditors, to widen the role to include responsibility for data quality. The existing Role Description is attached, marked **14**, showing proposed additions regarding data quality in bold italics. **For decision**

15 Annual Report of the Audit and Performance Management Committee

This report advises of the work carried out by the Fire Authority's Audit and Performance Management Committee since October 2008. Attached marked **15**. **For information**

16 Supporting Local Area Agreements across Shropshire, Telford & Wrekin 2009 – 2011

This report, through the attached paper, sets out the current position of the Authority and its Service in supporting the Local Area Agreements for both Shropshire and Telford & Wrekin areas. Attached marked **16**. **For decision**

17 Local Government Act 1972

To consider a resolution under section 100A(4) of the Local Government Act 1972 that the public be excluded from the meeting for the following item on the grounds that it involves the likely disclosure of exempt information, as defined by the provisions of Part I of Schedule 12(A) to the Act, by virtue of Paragraphs 1 and 2.

18 Human Resources Committee – Exempt Minutes

Members are asked to receive and note the exempt minutes of the Human Resources Committee meeting, held on 3 September 2009, attached marked **18**. **For information**

Please note that details of complaints made about, and compliments received by, Shropshire Fire and Rescue Service are available at every meeting of the Fire Authority for Members to peruse. Please ask Amanda Thomson if you would like to look at them.

Compliments and thank you letters can also be viewed on the Service's website on the following link:

<http://www.shropshirefire.gov.uk/engine.php/managing-the-service/compliments-and-thanks.htm>