

Annual Governance Statement Improvement Plan 2010/11

Report of the Chief Fire Officer

For further information about this report please contact Paul Raymond, Chief Fire Officer, on 01743 260205 or Martin Timmis, Head of Operations and Risk, on 01743 260285.

1 Purpose of Report

This report presents the new 'Annual Governance Statement' (AGS) 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.

2 Recommendations

Members are asked to:

- a) Note the contents of the Fire Authority's AGS Improvement Plan 2010/11; and
- b) Note the progress made against each of the improvements contained in this Plan.

3 Background

At its meeting on 16 June 2010, the Fire Authority approved the Final Accounts 2009/10 and these were signed off by the Chair, the Chief Fire Officer and Treasurer. The Final Accounts contained a statement as to how effective the Authority's various systems of internal control had been in governing the risks to which the Authority is exposed. This is known as the Annual Governance Statement, or the AGS. Areas of the system of internal control that had been identified as requiring improvement were listed in the AGS and an action plan was developed to ensure these improvements are progressed during the coming year; this is the AGS Improvement Plan.

This Committee is responsible for monitoring the progress the Service makes against the Plan.

4 Monitoring Progress against the AGS Improvement Plan 2010/11

A copy of the AGS Improvement Plan 2010/11 is attached as an appendix to this report; progress against each of the planned activities is also included in the appendix. The Committee will receive regular reports on the progress being made against this plan throughout its life.

As is the case with most plans, the activities included within it are often subject to change. This can often be due to changes in the external environment that guides our work, as well as the internal environment that dictates whether we have the capacity to achieve our stated objectives. To ensure there is control over any slippage, the officers responsible for delivering this work must get approval, from the Service Performance Group (SPG) if they require any variations to the current plan. These changes will also be reported to this committee.

It is also worthy of note that three Area Managers took on new roles at the time the Improvement Plan was being developed and consequently, some further improvements may be added to this Plan at a later date when those officers have fully reviewed their functions.

5 Progress to Date

Progress against each area for improvement is noted at the Appendix to the report.

6 Financial Implications

Any significant budgetary implications, brought about by the improvements proposed in the plan, have already been considered, either as part of the Fire Authority's Budgetary Planning Process or within each Department's Business Planning process.

7 Legal Comment

The AGS is a legal requirement under the Code of Practice on Local Authority Accounting in the United Kingdom and must be included in the Fire Authority's Annual Statement of Accounts.

8 Equality Impact Assessment

This report simply reports progress against a previously agreed improvement plan and has no impact on people. It has been assessed against the Service's Brigade Order on Equality Impact Assessments (Personnel 5 Part 2) and this has shown that there are no discriminatory practices or differential impacts upon specific groups arising from this report. An Initial Equality Impact Assessment has not, therefore, been completed.

9 Appendix

Annual Governance Statement Improvement Plan 2010/11

10 Background Papers

There are no background papers associated with this report.

Implications of all of the following have been considered and, where they are significant (i.e. marked with an asterisk), the implications are detailed within the report itself.

Business Continuity Planning		Member Involvement	*
Capacity		National Framework	
Civil Contingencies Act		Operational Assurance	
Efficiency Savings		Public Value	
Environmental		Retained	
Financial	*	Risk and Insurance	*
Fire Control/Fire Link		Staff	
Information Communications and Technology		Strategic Planning	
Freedom of Information / Data Protection / Environmental Information		Equality Impact Assessment	*
Legal	*		

Annual Governance Statement Improvement Plan 2010/11

Area of review	IRN	Improvement required	Improvement Owner	Progress to date	Completion date
Financial Management	1	<p>Monitoring and audit of Retained Duty System (RDS) payments is hampered by reliance on paper records.</p> <p>We plan to carry out a full review of RDS station activities resulting in payment to allow us to create more accurate budgets, including for pay, retaining fees and variable payments. This will allow us to compare like stations budgetary controls. This replaces last year's scheduled improvement which will be incorporated into the review.</p>	Joanne Coadey	Work has started to review and compare all RDS payments. The review is split into a number of workstreams; work on RDS turnouts has been completed.	03/2011
Strategic Planning Process	2	<p>As a consequence of the current economic instability we have reviewed our processes including Integrated Risk Management Planning (IRMP) and have commenced the introduction of the Public Value Model in preference to previous planning methodologies.</p> <p>We have started a Public Value review, and will implement Public Value during 2010/11.</p>	Steve Worrall	Public Value is forging ahead. The Strategic Risk and Planning Group oversee this activity on behalf of the Authority. Good progress on engagement with staff is being made.	12/2010

Fire Control Convergence	3	<p>The Interim Fire Control System is based on developing technology. Consequently, it may not deliver the required standard of Command & Control (C&C) for the service.</p> <p>Substantial “live testing” of the new system is being incorporated into the contractual arrangements for Interim Control Room Solution (ICRS). Live testing will be closely monitored by officers.</p>	Martin Timmis	<p>The C&C system is being managed as a part of the Shrewsbury Building Programme through a Prince2 project. It is due for completion on 30 November 2010.</p>	03/2011
Resource Management	4	<p>The new Asset Management System has not yet been fully implemented. Service is not able to demonstrate compliance with standards.</p> <p>Complete implementation in accordance with reviewed project timescales.</p>	Andrew Kelcey	<p>A full time project manager has been appointed with roll-out planned for 30/11/2010. Three pilot stations are currently being used: Baschurch, Bridgnorth and Wellington.</p>	12/2010
Risk Management and Business Continuity Planning	5	<p>With dependence on Information Communications and Technology (ICT) systems increasing the service needs to develop an Annual Governance Statement (AGS) assurance statement for this key area.</p> <p>Risk Manager and ICT Manager will work together to provide an appropriate statement</p>	Martin Timmis	<p>This work is on-going. A number of key improvements are likely to be required to maintain an effective and efficient IT system for the Service. An independent audit of our existing network has been completed to support this work.</p>	03/2011