

Annual Governance Statement Improvement Plan 2011/12

Area of review	IRN	Improvement required	Improvement Owner	Progress to date	Completion date
Financial Management	1	As a result of anticipated retirement the Service needs to review tasks and structures associated with financial matters and to ensure that the duties of the Treasurer are continued effectively.	Joanne Coadey	Shropshire and Wrekin Fire Authority has entered into a Service Level Agreement with Shropshire Council to provide both Treasurer Services and Section 151 Officer.	Completed
Resource Management	2	The Asset Management System (AMS) has not yet been implemented. The Service is not able to demonstrate compliance with standards. Complete implementation in accordance with reviewed project timescales.	Andrew Kelcey	The suppliers of the AMS have now been contracted to populate the asset information onto the system. Completion date not yet agreed with supplier.	Not yet determined
Risk Management and Business Continuity Planning	3	Internal audit has identified that members of the Risk Management Group require some measure of training and/or qualification to ensure that all risk related issues are dealt with in line with best practice.	Martin Timmis	The Service is currently identifying suitable opportunities. It is likely that the risk reference will be vested in a different officer in the near future. This officer will be qualified to Management of Risk standards.	December 2011
Operations	4	Fire Control will be relocated to Shrewsbury (new) HQ.	Martin Timmis	The relocation project is being managed through the Shrewsbury HQ Programme. Building is complete and work to migrate Control functions is on schedule.	December 2011

Health & Safety	5	Review to identify any improvements, and if necessary develop an action plan, to assess and implement the findings of the Health and Safety Executive consolidation report, based on the eight inspections completed in 2009/10.	Andy Perry	Recommendations have been reviewed and an action plan is in place. Whilst not all actions have yet concluded and/or will continue into the future, this improvement is complete.	Completed
Area Command	6	The reduction in Group Managers in the Department, as a consequence of the budget cuts, meant that the structure of the Department would not continue to be able to deliver the Service's stated Aims and Objectives in the most effective way.	Andy Johnson	Structural change within Area Command is complete and is now embedded within the Service. The Department has been restructured into 2 Groups, rather than 3 Districts.	Completed
Area Command	7	As Phase 2 of the District Support Team Project will not proceed, because of the budget cuts, there will be a shortfall in the resources originally planned to support Retained Duty System (RDS) management and development, which will impact on our ability to continue to professionalise the RDS service.	Andy Johnson	Resources within the Department as a whole have been redistributed to take account of this change. We have moved one of the Station Managers from the Shrewsbury, Telford and Wrekin Group across to the Shropshire Rural Group.	Completed
ICT and Communications	8	Following a complete failure of the ICT local area network and temporary loss of data the whole LAN requires redesigning to ensure that any future failures are minimised and loss of data prevented. This must include security of access and change control systems.		The CFO has instigated an Internal Audit investigation. Intrinsic has been employed to completely rebuild the LAN in the new HQ with robust mirrored server data recovery at the Telford Central site. Until this is completed a robust data back up system is in place. Further actions will arise from the recommendations of Internal Audit.	November 2011

