

Shropshire and Wrekin Fire Authority
Audit and Performance
Management Committee
Meeting at Brigade Headquarters, Shrewsbury
on Thursday, 13 March 2008 at 5.00 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 meeting of the Audit and Performance Management Committee, held on 22 November 2007, and that they be 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 Audit Commission**
Mr Corcoran and Ms Wong from the Audit Commission will attend to present the following reports:
 - 5a Annual Audit and Inspection Letter 2006/07**
Attached, marked **5a. For information**
 - 5b 2007/08 Audit – Outline Plan**
The Audit Commission will give a verbal report on progress with the 2007/08 Outline Audit Plan. **For decision.**
- 6 Performance Assessment – Key Performance Indicators**
This report informs Members of predicted performance assessment scores based on the current performance of the Key Performance Indicators. Attached marked **6. For information**



7 Performance against Best Value Performance Indicators April 2007 to September 2007

This report informs Members of the Brigade's performance against nationally prescribed Best Value Performance Indicators for the period 1 April to 31 December 2007. Attached marked **7. For information**

Please note that, in view of the size of the appendices, they are not attached to the report but can be viewed on the Fire Authority's website. Go to www.shropshirefire.gov.uk Then click on Shropshire and Wrekin Fire and Rescue Authority in the top right hand corner, then Audit and Performance Management Committee Meetings, then 13 March 2008 and you will see the various reports and appendices listed.

8 Retained Duty System Performance Monitoring

This report provides information regarding the ongoing performance of the Retained Duty System in Shropshire. Attached marked **8. For information**

9 Quarterly Summary of Progress within the Improvement Priorities Programme 2007/08

The purpose of this report is to advise Members of progress within the Improvement Priorities Programme for quarter 3, October to December 2007. The information is collated from the Project Managers and this report represents the progress made within each of the nine improvement priorities identified during the strategic planning process earlier in the year. Attached marked **9. For information**

10 Statement on Internal Control Improvement Plan 2007/08 Closure Report

This report informs Members that the Fire Authority's current 'Statement on Internal Control (SIC) Improvement Plan' is being brought to a close, providing a summary of the improvements that have been made to the Authority's control systems as a consequence. It also highlights the need for those pieces of work that remain uncompleted to be included in the new Improvement Plan that will be created as a result of the Statement on Accounts in June 2008. Attached marked **10. For information**

11 Internal Audit 2007/08

This report sets out progress to date with the current year's Internal Audit programme. It also seeks approval to a process for handling specific audit recommendations. Attached marked **11. For decision**

12 Audit Committee Training

Discussions are to take place on 6 March 2008 with County Council officers regarding Audit Committee training, which they may be able to provide for the Fire Authority's Audit and Performance Management Committee. Officers will provide a verbal update on progress at the meeting. **For decision**

