

Shropshire and Wrekin Fire Authority
Audit and Performance Management Committee
Meeting at Brigade Headquarters, Shrewsbury
on Thursday, 29 May 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 13 March 2008, 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 Draft Audit and Inspection Plan 2008/09

The Audit Commission have produced a draft Audit and Inspection Plan for the 2008/09 audit of Shropshire and Wrekin Fire Authority. Attached marked **5. For information**

6 2007/08 Summary Audit Report

The Fire Authority's Internal Auditor has produced the Annual Summary Audit Report, attached marked **6**, which covers all of the work carried out in the year. **For information**

7 Terms of Reference for Audit Matters and Training

This report seeks to confirm clear terms of reference for audit matters, and seeks guidance from Members on priority areas for training. Attached marked **7. For decision**

8 Performance Indicators – Direction of Travel

This report informs members of performance against Best Value Performance Indicators since 2004/05. Attached marked **8. For information**

9 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 **9. For information**

- 10 Fire Related Deaths in Shropshire 2000/01 – 2007/08**
This report provides analysis of fire deaths for the period 2000/01 – 2007/08, identifying any trends and makes recommendations as to what further actions need to be taken to safeguard all communities in Shropshire. Attached marked **10. For decision**
- 11 Performance against Best Value Performance Indicators April 2007 to March 2008**
This report informs Members of the Brigade's performance against nationally prescribed Best Value Performance Indicators for the period 1 April 2007 to 31 March 2008. Attached marked **11. 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 29 May 2008 and you will see the various reports and appendices listed.
- 12 Retained Duty System Performance Monitoring**
This report provides information regarding the ongoing performance of the Retained Duty System in Shropshire. Attached marked **12. For information**
- 13 Direction of Travel Statements – Progress Update**
This report informs Members of progress to date against the Direction of Travel Statement contained within the 2007 – 08 Performance Plan. Attached marked **13. For decision**
- 14 Quarterly Summary of Progress within the Improvement Priorities Programme 2007/08**
The purpose of this report is to report progress within the Improvement Priorities Programme for quarter 4, January 2008 to March 2008. Attached marked **14. For information**
- 15 Improvement Priority Reporting 2008/09**
This report outlines the reporting structure for the Improvement Priorities identified within the 2008/09 Corporate Plan. Attached marked **15. For decision**
- 16 Equality and Diversity Steering Group Action Plan Progress**
This report provides Members with an update on the progress of the Equality Standard for Local Government. Attached marked **16. For information**
- 17 Summary of Compliments and Complaints 2005/06 to 2007/08**
This report advises Members of summary details regarding the compliments and complaints received during 2007/08, with comparisons to 2005/06 and 2006/07. Attached marked **17. For information**