

Shropshire and Wrekin Fire Authority
Audit and Performance
Management Committee
Meeting at Brigade Headquarters, Shrewsbury
on Thursday, 26 July 2007 at 5.00 pm

Agenda

1 Election of Chair

To elect a Chair for the ensuing year

1a Appointment of Vice-Chair

To appoint a Vice-Chair for the ensuing year.

1b Apologies for Absence

Apologies for absence have been received from Councillors Davies and Dr Jones.

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 non-confidential minutes of the meeting of the Audit and Performance Management Committee, held on 29 March 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 2006/07 Summary Audit Report

At its meeting on 29 March 2007, the Committee considered progress on the 2006/07 Audit. A number of programmes were at that stage still in progress. Audit work has now been finalised with the completion of work on "Fire Grant and Other Statistics", "Purchasing and Procurement", "Computer Services" and "Corporate Governance / Review of SIC". In addition, work reviewing previous years' recommendations has also been finalised.

The Fire Authority's Internal Auditor has produced the Annual Summary Audit Report, attached marked **5**, which covers all of the work carried out in the year. Graham Tart, Head of Audit and Consultancy Services at Shropshire County Council and Lesley Chapman, Senior Auditor (Systems) will present this report. They will also make a short presentation on the processes involved in setting the internal audit programme. This will give Members the opportunity to discuss the matters they will need to consider later in the year, when the 2008/09 to 2011/12 Programme comes to the Committee.

For information

6 Internal Audit 2006/07 Miscellaneous / Estates Management

This report sets out the detailed outcome of the audit undertaken on miscellaneous and estates management during 2006/07. Attached marked **6. For decision**

7 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 items 8 and 9 on the grounds that they involve the likely disclosure of exempt information, as defined by the provisions of Part I of Schedule 12A to the Act, by virtue of paragraphs 1 and 2 and of confidential information.

8 Miscellaneous / Estates Management Audit 2006/07

This report is for Members' information in order to provide the full details of the internal auditor's recommendations, the officers designated to deal with the various recommendations and whether action is complete or the anticipated date by which it is hoped that it will be. Attached marked **8 For information**

9 Confidential Minutes

To agree the confidential minutes of the meeting of the Audit and Performance Management Committee, held on 29 March 2007, and that they be signed as a correct record. Attached marked **9. For decision**

The meeting will revert to open session at this point.

10 Statement on Internal Control Improvement Plan 2007/08

This report presents the new 'Statement on Internal Control' (SIC) Improvement Plan 2007/08, formally approved by the Fire Authority on 13 June 2007, for monitoring by this Committee. Attached marked **10 For information**

11 Performance Assessment – 14 Key Performance Indicators

This report informs Members of predicted performance assessment scores based on the current performance of the 14 Key Performance Indicators. Attached marked **11. For decision**

12 Performance against Best Value Performance Indicators April 2006 to March 2007

This report informs Members of the Brigade's performance against nationally prescribed Best Value Performance Indicators for the period 1 April 2006 to 31 March 2007. Attached marked **12. For decision**

Please note that the extensive appendices to this report are not attached but can be viewed on the Fire Authority's website via the link provided below:

<http://www.shropshirefire.gov.uk/Docs/CFA/Meetings/Performance-Management/2007-06-14/12%20Appendix%20Performance%20against%20BVPIs%20April%202006%20to%20March%202007.pdf>

13 Retained Duty System Performance Monitoring

This report provides information regarding the ongoing performance of the Retained Service in Shropshire. Attached marked **13. For decision**

14 Update on 2006/07 Shared Priorities and Performance Reporting

The purpose of this report is twofold: to inform Members on progress of the Shared Priorities contained within the 2006 – 08 Performance Plan; and to recommend alternative performance reporting arrangements for the 2007/08 year. Attached marked **14. For decision**

Definitions of Exempt Information Local Government Act 1972 – Schedule 12A

Part 1

Descriptions of Exempt Information: England

Paragraph 1

Information relating to any individual

Paragraph 2

Information which is likely to reveal the identity of an individual

Paragraph 3

Information relating to the financial or business affairs of any particular person (including the authority holding the information)

Paragraph 4

Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority

Paragraph 5

Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings

Paragraph 6

Information which reveals that the authority proposes:

- (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
- (b) to make an order or direction under any enactment.

Paragraph 7

Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime