

Shropshire and Wrekin Fire Authority
Audit and Performance
Management Committee
Meeting at Brigade Headquarters, Shrewsbury
on Thursday, 27 September 2007 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 non-exempt minutes of the meeting of the Audit and Performance Management Committee, held on 26 July 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 for the Year Ended 31 March 2007 and Letter of Representation

Ms Hughes, Audit Manager Shropshire, will attend to present the Audit Commission's report on the audit for the year ended 31 March 2007. The Chair, Chief Fire Officer and Treasurer (in accordance with the authority delegated to them by the Fire Authority at its meeting on 19 July 2006) will then sign the Letter of Representation for the year ended 31 March 2007, as required by the Audit Commission.

6 Retained Duty System Performance Monitoring

This report provides information regarding the ongoing performance of the Retained Duty System in Shropshire. Attached marked **6. For information**

7 Progress against the Statement on Internal Control Improvement Plan 2007/08

This report informs Members of the progress made against the Authority's Statement on Internal Control Improvement Plan 2007 – 08. Attached marked **7. For information**



- 8 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 **8. For information**
- 9 Performance against Best Value Performance Indicators April 2007 to June 2007**
This report informs Members of the Brigade's performance against nationally prescribed Best Value Performance Indicators for the period 1 April 2007 to 30 June 2007. Attached marked **9. For information**
- 10 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 1, April 2007 to June 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 **10. For information**
- 11 Response to the Audit Commission Consultation on Performance Indicator Set for the Service Assessment and Thresholds 2007/08**
This report informs Members of Shropshire and Wrekin Fire Authority's response to the Audit Commission's proposals for treatment and thresholds of new performance indicators to be included in the 2007/08 fire and rescue service assessment. Attached marked **11. For information**
- 12 Integrated Strategic Planning Process – Service, Financial and Improvement Planning**
This report outlines how the Service proposes to integrate further the Strategic Planning Process in order to align Service, Budget and Improvement Planning. The outcome of the proposals will be two overarching integrated strategic documents – a forward looking 'Corporate Plan' and a backward facing performance report - 'Annual Report.' Attached marked **12 For decision**
- 13 Local Government Act 1972**
Members are asked to consider a resolution under the Local Government Act 1972 that the public be excluded for the following item on the grounds that it involves 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.
- 14 Exempt Minutes (Paragraphs 1 and 2)**
Members are asked to agree the exempt minutes of the Audit and Performance Management Committee meeting, held on 26 July 2007, and that they be signed as a correct record. 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

