

Shropshire and Wrekin Fire Authority

Meeting at the Shropshire Education and Conference Centre, at 2.00pm on Wednesday, 18 July 2007

Please note the venue for this meeting, a map for which is attached.

Agenda

1 Election of Chair

To elect a Chair for the ensuing year.

2 Appointment of Vice-Chair

To appoint a Vice-Chair for the ensuing year.

3 Apologies for Absence

4 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.

5 Minutes

Members are asked to agree the minutes of the Fire Authority meeting, held on 13 June 2007, and that they be signed by the Chair as a correct record. Attached marked 5. **For decision**

6 Public Questions

To receive any questions, statements or petitions, of which notice has been received, from members of the public.

7 Appointments to Committees

This report requests agreement, from Members, for appointments to Committees and to confirm the appointment of Member Champions / Lead Members. Attached marked 7. **For decision**

8 Scheme of Delegation to Officers and Standing Orders

This report requests Members to review and agree the Fire Authority's:

- Scheme of Delegation to Officers;
- Standing Orders for the Regulation of Proceedings and Business;
- Standing Orders relating to Contracts; and
- Financial Regulations Standing Orders.

Attached marked 8. **For decision**

In accordance with the Fire Authority's Standing Orders any amendments made will stand adjourned until the next meeting of the Fire Authority.

9 Revised Code of Conduct

A revised model code of conduct for elected Members has come into effect following a consultation process. Before the revised code can apply to Members of this authority it needs to be adopted by the Fire Authority.

Attached marked 9. **For decision**



- 10 Human Resources Committee**
To receive the minutes of the Human Resources Committee meeting, held on 7 June 2007 and consider the **recommendation at item 4**. Attached marked **10. For decision**
- 11 Member Champion Presentation**
Councillor Dr Drummond, Young People's Champion will give her second presentation to the Fire Authority. **For information**
- 12 Member Development**
This report details the progress in the area of Member development and proposes next steps for future development activity. Attached marked **12. For decision**
- 13 Flooding Update**
Fire Control Manager Steve Jones will give a presentation on Shropshire Fire and Rescue Service's activity during the recent flooding. **For information**
- 14 Budget Monitoring and Prudential Guidelines 2007/08**
This report seeks approval for use of the Fire Authority's General Fund balance, and also outlines key issues for consideration in its revenue budget monitoring for 2007/08. The report also forms part of the Fire Authority's regular monitoring process for its prudential indicators. Attached marked **14. For decision**
- 15 Annual Efficiency Statement Backward Looking 2006/07**
This report submits the 2006/07 Annual Efficiency Statement for scrutiny by the Fire Authority. The return itself was required to be submitted by 5 July 2007, but any amendments can be notified to Communities and Local Government. Attached marked **15. For decision**
- 16 Integrated Risk Management Planning Members' Working Group Update**
This report advises Members of the progress made by the Integrated Risk Management Planning (IRMP) Members' Working Group (the Group) towards the implementation of the improvements required by the Authority's IRMP Action Plan 2007/08. It also asks Members to approve the recommendations made by the Group at their meeting held on 28 June 2007. Additionally, it seeks delegated authority for the Group to approve the draft Action Plan 2008/09 and commence this year's IRMP consultation process. Attached marked **16. For decision**
- 17 Fire and Rescue Performance Framework 2007/08**
This report provides Members with a summary overview of the Fire and Rescue Performance Framework for 2007/08, proposed by the Audit Commission. Attached marked **17. For decision**



18 FiReControl

18a FiReControl Transition Governance – Roles and Responsibilities

This report informs members of documents issued by Communities and Local Government in respect of the proposed transitional process, transition governance roles and responsibilities and suggests a suitable response. Attached marked **18a. For decision**

18b Executive Summary of FiReControl Business Case

This report updates Members on the new FiReControl business case published in June 2007. The full business case is available on the Fire Service's website. This Executive Summary highlights key areas of the business case and makes special note of issues of concern and interest to Members. Attached marked **18b. For information**

18c Nomination of Director

This report brings to Members' attention the need to elect one Member to the position of Director on the Local Authority Controlled Company that will be the management company for the Regional Control Centre. Attached marked **18c. For decision**

19 Leonardo da Vinci Lifelong Learning Programme 2007

This report provides an overview of the European Commission's Leonardo da Vinci Programme for 2007, and advises of the Service's recent success in securing funds to facilitate a staff exchange programme to fire and civil protection organisations operating within five European countries. Attached marked **19. For decision**

20 Corporate Risk Management Summary

This is the second Annual Corporate Risk Management Summary Report to members. These reports aim to inform members about the corporate level risk management work that has been undertaken during the previous twelve months, as well as summarising the risk environment in which the service is currently operating. Attached marked **20. For information**

21 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 the following items 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, 2, 3 and 4 and of confidential information.

22 Corporate Risk Management Summary – Exempted Information – (Paragraphs 3 and 4)

The Authority will have received an open session report (report 16), which summarised its current exposure to corporate risk. This report supplements report 16, as it contains information that is exempt from publication by virtue of Schedule 12(A) of the Local Government Act 1972. Attached marked **22. For information**



Please note that details of complaints made about, and compliments received by, Shropshire Fire and Rescue Service are available at every meeting of the Fire Authority for Members to peruse. Please ask either Lynn Ince or Sharon Lloyd, if you would like to look at them.

Compliments can also be viewed on the Service's website on the following link:

<http://www.shropshirefire.gov.uk/management/compliments.htm>

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

