

**Agenda Item no. 10**

**TO:** Cambridgeshire and Peterborough Fire Authority

**FROM:** Deputy Chief Executive Officer - Matthew Warren

**PRESENTING OFFICER(S):** Deputy Chief Executive Officer - Matthew Warren

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**FIRE AUTHORITY ANNUAL REPORT AND STATEMENT OF ASSURANCE  
2018/19**

**1. Purpose**

- 1.1 The purpose of this report is to present the draft Annual Report and Statement of Assurance 2018/19 for Fire Authority approval (see **Appendix 1**).

**2. Recommendation**

- 2.1 The Authority is asked to agree the draft Annual Report and Statement of Assurance 2018/19 attached at Appendix 1, subject to the additions highlighted in paragraphs 4.3 to 4.4 below.

**3. Risk Assessment**

- 3.1 **Political** – the Fire and Rescue National Framework requires fire authorities to provide annual assurance on financial, governance and operational matters and show how they have had due regard to the expectations set out in their Integrated Risk Management Plan (IRMP) and the requirements included in said framework. To evidence this assurance, the Authority must publish an annual statement of assurance.

**4. Background**

- 4.1 As stated above, the purpose of the publication of an Annual Report and Statement of Assurance is to meet the requirements of the Fire and Rescue National Framework and to ensure the Service continues to provide information on its activities to the communities it serves and key stakeholders.
- 4.2 To enable us to publish the report within reasonable timescales, it is necessary to present the draft text version of the report (prior to it being designed) for approval at today's meeting however a number of sections are still to be finalised.

- 4.3 In Section 4, any necessary amendments to membership will be made.
- 4.4 The draft accounts are contained within the finance section on pages 36 to 41. As these accounts are not finalised until the end of July the annual report will not be published until after this date and any amendments to the accounts information will be made. Some of the audit information in this section will also be updated after the accounts are finalised as at that point we will have updated comments from auditors.
- 4.5 The report reflects our performance against our IRMP. The format follows the same as previous years and the final design will look very similar to our 2017/18 document; it will be full colour and include photographs. An additional section details the outcome of the HMICFRS inspection (page 43).
- 4.6 The report will go through a formal proof reading process prior to design and again before sign off. The Annual Report and Statement of Assurance 2018/19 will be published on our website. It will not be printed however if individuals request a hard copy this will be colour printed in-house and sent to them. The document will be promoted via social media channels and the media and a link sent to key partners.

## BIBLIOGRAPHY

Source Document	Location	Contact Officer
Fire Authority Planning Documents	Headquarters Hinchbrook Cottage Brampton Road Huntingdon	Matthew Warren 01480 444575 <a href="mailto:matthew.warren@cambsfire.gov.uk">matthew.warren@cambsfire.gov.uk</a>