

HUMBERSIDE FIRE AUTHORITY WORKSTREAMS 2014/15 AND ANNUAL REPORT

SUMMARY

1. This is the Annual Report of the Fire Authority which captures the work of the Authority over the past year and sets out how the Authority has performed its functions in accordance with the Constitution. The Fire Authority does not set workstreams as such, but does approve the workstreams of the Governance, Audit and Scrutiny Committee.
2. The attached draft Annual Report of the Fire Authority dovetails with the Annual Report from the Governance, Audit and Scrutiny Committee.
3. In accordance with the Constitution each Committee is required to submit an Annual Report to the Fire Authority. The Annual Report approved by the Governance, Audit and Scrutiny Committee is set out under Agenda Item 16.

RECOMMENDATIONS

4. Members are asked to discuss and approve this report.

BACKGROUND AND WORKSTREAMS 2014/15

5. The intention behind the workstreams for 2014/15 was to provide Members with a broad indication of the reports that they can expect to receive during the year. This enabled forward planning for the Corporate Management Team. Members will recall that the workstreams agreed were not exhaustive, but indicative.
6. An update against the agreed workstreams is incorporated in the attached draft Annual Report and the Authority has received a number of additional reports, in part driven by the Strategic Risk Register.

ANNUAL REPORT

7. Under the Constitution each Committee of the Authority should submit an annual report to the full Authority, essentially to set out how the Committee has discharged its functions. The Annual Report also supports the assurance framework.
8. The Annual Report approved by the Governance, Audit and Scrutiny Committee and will be considered under Agenda Item 16.
9. Whilst there is no requirement under the Constitution for the Fire Authority to produce an Annual Report it is considered that such a report would be helpful to Members in reviewing progress and performance during 2014/15. The report also supports the review of governance and provides added robustness to the assurance structure. This report has been agreed with the Chairperson of the Fire Authority.

STRATEGIC PLAN COMPATIBILITY

10. Corporate governance is a key enabler of the Strategic Plan 2015/18.

FINANCIAL/RESOURCES/VALUE FOR MONEY IMPLICATIONS

11. None arising directly.

LEGAL IMPLICATIONS

12. None arising directly.

EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS

13. None arising directly.

CORPORATE RISK MANAGEMENT IMPLICATIONS

14. None arising directly.

HEALTH AND SAFETY IMPLICATIONS

15. None arising.

COMMUNICATION ACTIONS ARISING

16. None arising directly

DETAILS OF CONSULTATION

17. Corporate Management Team.

BACKGROUND PAPERS AVAILABLE FOR ACCESS

18. None.

RECOMMENDATIONS RESTATED

19. Members are asked to discuss and approve this report.

M BUCKLEY

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JS
16 June 2015

Annual Report
to Humberside Fire Authority
June 2015

Humberside Fire
Authority

Humberside Fire Authority

Annual Report

Foreword

It is with much pleasure that I present the 2014/2015 Annual report of the Fire Authority.

I start the report on a sad note as the Authority lost two key Members during the year (Councillor Doreen Engall MBE, Vice-Chairperson and also Councilor Angela Ibson, Group Secretary for the Conservative Group on the Authority). I also report the recent passing of Mr. John Jepson, Independent Co-opted Member of the Governance, Audit and Scrutiny Committee. I am sure all Members and Officers would support me in recognizing the contribution made by these three members to the work of the Fire Authority.

It has once again been a busy and challenging year for all Members. The breadth and depth of the work of the Authority is clear from the Annual Report.

I once again reflect upon where the Authority was only a few years ago. The Authority has worked very well together with healthy debate, particularly regarding the significant challenges of the Operational Efficiency Programme that will provide the strong foundation for our future.

As I said last year if there is one thing I would change it would be to introduce a greater certainty of membership and continuity. For 2014/2015 we had six new Members appointed from their constituent unitary authorities and whilst they, needless to say, were most welcome, such a high turnover of Members on an annual basis does not help the knowledge base of Members when having to address key issues facing the Authority at these challenging times..

I pay particular thanks to all Members and it is with regret that yet again some will not be returning to us.

I wish to make particular reference to the ongoing success of "HFR Solutions" and look forward to more and more innovations in the future.

At its meeting on 25 April 2014 the Authority approved a revised terms of reference of the Governance Audit and Scrutiny committees, clarifying the Committee's functions with respect to scrutiny. I believe the Committee is doing excellent work for the Authority and would once again invite Elected Members of the Authority to attend meetings of the Committee as observers to see for themselves the splendid work being undertaken. I thank all Independent Co-opted Members of the Committee for their work on behalf of the Authority and hope the move towards a more outcome based approach will be rewarding for them and the Authority. 2014/15 saw the retirement of 3 members who had served for the maximum term of office allowed under the Constitution (Mr. David Hughes (former Chairperson), Mr. John Jepson and Mrs. Gill Hardy and the Authority thanks them for their valuable contributions to the Authority. The year has also seen the recruitment of 4 new Members which will ensure the continuity of the Committee going forward.

Our resilience has been tested at times and I commend the Business Continuity Team and all the volunteers and reservists who make themselves available when needed.

I believe the Fire Authority, in ensuring that the support of our communities and fire fighters remain at the top of all our priorities, working in conjunction with our professional officers, will uphold the standards of service to our residents and businesses we are all proud to deliver.

**Councillor John Briggs
Chairperson of Humberside Fire Authority**

Humberside Fire Authority

Annual Report

1. Membership (22)

Chairperson:	Councillor John Briggs
Vice Chairperson:	Councillor Margaret Chapman MBE (October 2015 onwards) (Councillor Doreen Engall MBE (deceased September 2015))
Members:	Councillor Alex Baxter Councillor Mike Burton Councillor Carol Clarkson (October 2014 onwards) Councillor Helen Green Councillor Josie Head Councillor Arthur Hodgson Councillor Angela Ibson (deceased September 2015) Councillor Elaine Marper Councillor Karen Mathieson Councillor Claude Mole (October 2014 onwards) Councillor Keith Moore Councillor Steve Norton Councillor Bryan Pearson (October 2014 onwards) Councillor Lynda Petrini Councillor Charles Quinn Councillor Christopher Sumpton (June-September 2014) Councillor Stephen Swift Councillor Mike Thompson Councillor Peter Turner Councillor Terry Walker Councillor Rob Waltham Councillor Steve Wilson

2. Number of Meetings of Humberside Fire Authority

23 June 2014 (AGM)
22 July 2014
26 September 2014
24 October 2014
12 December 2014
16 February 2015
16 March 2015
27 April 2015

3. Attendance record at meetings of Humberside Fire Authority

	Number of meetings attended (8)	Number of Member Induction/Development Days attended (6)
Councillor Briggs	8	6
Councillor Chapman MBE	7	3
Councillor Engall MBE (deceased)	1 (out of 2)	0 (out of 2)
Councillor Baxter	6	1
Councillor Burton	6	4
Councillor Clarkson	4 (out of 5)	4 (out of 4)
Councillor Green	6	6
Councillor Head	6	6

Councillor Hodgson	7	6
Councillor Ibson (deceased)	2 (out of 2)	1 (out of 2)
Councillor Marper	7	3
Councillor Mathieson	7	4
Councillor Mole	4 (out of 5)	3 (out of 4)
Councillor Moore	3	4
Councillor Norton	5	2
Councillor Pearson	4 (out of 5)	1 (out of 4)
Councillor Petrini	8	4
Councillor Quinn	6	1
Councillor Sumpton	0 (out of 3)	0 (out of 2)
Councillor Swift	5	4
Councillor Thompson	6	1
Councillor Turner	5	2
Councillor Walker	7	6
Councillor Waltham	6	0
Councillor Wilson	4	1

4. Officers in attendance/principal advisers at Humberside Fire Authority

	Number of meetings attended (8)
Chief Fire Officer/Chief Executive	7
DCFO/Executive Director Service Delivery *	6
Monitoring Officer/Secretary	8
Executive Director Service Support/Section 151 Officer *	8
Director of Service Support *	-
Director of Organisational Development *	1
Director of Public Safety *	2
Director of Emergency Response *	1
Committee Manager	8
Mr. J Prentice (External Audit - KPMG)	1
Ms. J Rae (External Audit - KPMG)	4
Mrs. B Boyes (Internal Audit –MIAA)	1
Mr. K Lloyd (Internal Audit –MIAA)	1

(* post titles as at 1 April 2015)

5. Member Days and Development Events

There have been the following Member Days:

Date	Topics discussed
23 June 2014	New Member Induction
4 July 2014	Focus: Tour of new Control Suite and Working at Heights Facility; Partnership/Collaboration Update; Member Newsletter and Website
7 October 2014	Focus: Service Redesign Programme Update; Presentation on the Service's new Breathing Apparatus; FDIP
28 November 2014	Focus: Visit to Joint Vehicle Workshop – Melton; Budget 2015/16 and Medium-Term Financial Plan 2015/16 – Update; Service Redesign Programme; Fire Death & Injury Panel; HFR Solutions Briefing; Presentation to Extrication Team/Trauma World Champions

19 January 2015	Focus: Council Tax/Precept 2015/16 – Consultation Update; Service Redesign Programme – Consultation Update; Complaint to European Commission Concerning Alleged Illegal State Aid – Update; East Coast and Hertfordshire Control Room Consortium – Update; East Hull – Hull CCG Partnership
27 February 2015	Focus: Shadow Fire and Communities Minister – Consultation on the Future of the Fire and Rescue Service in England; GAS Committee Development Plan – Update; Operational Efficiency Programme Cleethorpes and Waltham Implementation; State Aid Update

6. Functions of Humberside Fire Authority

The functions of Humberside Fire Authority are set out in the Constitution, Article 4. Article 4 is attached at Appendix 1.

7. Progress Against Workstreams 2014/15

The following workstreams were agreed at the June 2014 Authority meeting:

JULY 2014 AUTHORITY MEETING	
Agreed Workstreams	Update
1. Management Accounts 2. External Audit report 3. Annual Performance Report 2013/14 4. Annual Statement of Assurance 2013/14 5. Draft Strategic Plan and Integrated Risk Management Plan 2015/18 for consultation	1. Reported 2. Reported. 3. Reported. 4. Reported. 5. Reported
SEPTEMBER 2014 AUTHORITY MEETING	
Agreed Workstreams	Update
1. Management Accounts 2. External Audit report 3. Report to those charged with governance (ISA 260) 2013/14 4. Audited Statement of Accounts 2013/14 5. HFA Financial Outlook 2015/16 Onwards 6. 1st Quarter Performance and Risk Report 7. 1st Quarter H&S Report 8. Draft Vision for approval 9. Appointment of Independent Co-opted Members of GAS Committee	1. Reported 2. Reported. 3. Reported. 4. Reported. 5. Reported 6. Reported 7. Reported 8. Reported 9. Reported
OCTOBER 2014 AUTHORITY MEETING	
Agreed Workstreams	Update
1. Management Accounts 2. External Audit report 3. Members Allowances Review 4. Annual Audit Letter	1. Reported 2. Reported. 3. Reported. 4. Reported.

DECEMBER 2014 AUTHORITY MEETING	
Agreed Workstreams	Update
<ol style="list-style-type: none"> 1. Management Accounts 2. External Audit report 3. 2nd Quarter Performance and Risk Report 4. 2nd Quarter H&S Report 5. Treasury Management Mid-Year Update Report 2014/15 6. Financial Planning 2015/16 Onwards 7. Capital Programme 2015/16 8. Vision (for approval) 	<ol style="list-style-type: none"> 1. Reported 2. Reported. 3. Reported. 4. Reported. 5. Reported 6. Reported 7. Reported 8. Reported
FEBRUARY 2015 AUTHORITY MEETING	
Agreed Workstreams	Update
<ol style="list-style-type: none"> 1. Management Accounts 2. External Audit report 3. Budget and Precept 2015/16 4. Medium Term Financial Plan 2015/16 to 2017/18 5. Fees and Charges 2015/16 6. Members Allowances Scheme 2015/16 	<ol style="list-style-type: none"> 1. Reported 2. Reported. 3. Reported. 4. Reported. 5. Reported 6. Reported
MARCH 2015 AUTHORITY MEETING	
Agreed Workstreams	Update
<ol style="list-style-type: none"> 1. Management Accounts 2. External Audit report 3. 3rd Quarter Performance and Risk Report 4. 3rd Quarter H&S Report 5. CSE Audit Outcomes 6. Treasury Management and Capital Expenditure Prudential Indicators, Treasury Management Policy Statement 2015/16 and Minimum Revenue Provision (MRP) for 2015/16 7. Internal Audit Plan 2015/16 8. Pay Policy Statement 2015/16 9. Constitutional Review, including Financial/ Procurement 	<ol style="list-style-type: none"> 1. Reported 2. Reported. 3. Reported. 4. Reported. 5. Reported 6. Reported 7. Reported 8. Reported 9. Reported
APRIL 2015 AUTHORITY MEETING	
Agreed Workstreams	Update
<ol style="list-style-type: none"> 1. Management Accounts 2. External Audit report 3. Annual Internal Audit Report 2014/15 4. Annual Governance Statement 2014/15 5. Performance Reporting and Service Performance Indicators 2015/16 6. Annual report to HFA 7. Committee Annual Report to HFA 8. Use of Delegated Powers under Fire Authority Constitution by Chief Fire Officer & Chief Executive and Establishment Clarification 	<ol style="list-style-type: none"> 1. Reported 2. Reported. 3. Reported. 4. Reported. 5. Reported 6. Reported 7. Reported 8. Reported

8. Other reports considered by the Humberside Fire Authority during 2014/15

During 2014/15 in addition to the workstreams under the Constitution, the Authority considered a number of other reports, including:

- Election of Chairperson 2014/15
- Election of Vice Chairperson 2014/15
- Composition of the Fire Authority 2014/15
- Appointment of Group Secretaries 2014/15
- Committee Structure and Composition 2014/15
- Appointment of Member Representatives on Certain Bodies 2014/15
- Appointment of Nominated Spokesperson for each Constituent Authority
- Calendar of Meetings 2014/15
- Annual Report of the Governance, Audit and Scrutiny Committee
- Scrutiny Work Programme 2014/15
- Annual Statement of Accounts 2013/14
- Treasury Management Annual Report 2013/14
- Local Government Pension Scheme (LGPS) Regulations 2013 and the LGPS (Transitional Provisions, Savings and Amendments) Regulations 2014
- Humberside Fire Authority Workstreams 2013/14 and Annual Report
- Humberside Fire Authority Workstreams 2014/15
- Appointment of Independent Co-opted Members of the Governance, Audit and Scrutiny Committee – Recruitment Pack
- Senior Management Review Update
- GAS Committee Workshop Outcomes Report (4 September 2014)
- Treasury Management Mid-Year Update Report 2014/15 *1
- Financial Planning 2015/16 Onwards
- Pension Boards
- Update on Development of the Operational Training Infrastructure
- Draft Strategic Plan and Integrated Risk Management Plan 2015/16
- Vehicle Workshops – Update
- Scrutiny Programme 2014/15 – HFR Solutions
- Appointment of Independent Co-opted Members of the Governance, Audit and Scrutiny Committee
- The Openness of Local Government Bodies Regulations 2014
- HFRS Staff Pay Awards - Update
- Independent Review of Conditions of Service for Operational Staff in the Fire & Rescue Service
- Vehicle Workshops – Update
- Complaint to European Commission Concerning Alleged Illegal State Aid
- Awards for HFR Solutions and the Extrication and Trauma Teams
- Professional Property Services Contract
- Fire Death and Injury Panel
- Service Redesign Programme – Incident Command and Specialist Functions Review – Options for Consultation
- GAS Committee Workshop Outcomes Report (4 September 2014)
- Treasury Management Mid-Year Update Report 2014/15
- Financial Planning 2015/16 Onwards
- Pension Boards
- Update on Development of the Operational Training Infrastructure
- Scrutiny Programme 2014/15 – HFR Solutions
- Senior Management Review HFRS
- Service Redesign Programme – Incident Command and Specialist Functions Review – Consultation Outcomes
- Service Redesign Programme – Incident Command and Specialist Functions – Options for Implementation

- Possible Relocation of East Hull Fire Station
- Scrutiny Programme 2014/15 – Human Resources: Advisory and Transactional Services and Succession Planning
- Treasury Management and Capital Expenditure Prudential Indicators, Treasury Management Policy Statement 2015/16 and Minimum Revenue Provision (MRP) for 2015/16
- The Firefighters' Pension Scheme (Amendment) (Governance) Regulations 2015 (Draft) - Pension Boards
- Calendar of Meetings 2014/15 and 2015/16
- Term of Office of Members of the Governance, Audit and Scrutiny Committee
- Customer Service Excellence Award
- HFR Solutions – Governance Arrangements

There are also a number of standing reports to the Authority:

- Minutes and reports from all Committees
- Management Accounts and Prudential Indicators
- External Audit Update Reports
- Internal Audit Update Reports
- Service Performance and Risk - Quarterly reports
- Health and Safety Quarterly Reports
- 'HFR Solutions' Quarterly Performance Summary – Quarterly reports

9. Compliance with functions under Article 4 of the Constitution

9.1 Article 4.2: Functions of the Full Fire Authority

(a) Adopting and changing this Constitution;

The Humberside Fire Authority agreed in February 2011 to adopt a revised governance structure with the full Fire Authority being essentially the sole decision making body and with a Governance, Audit and Scrutiny Committee undertaking a scrutiny role in advance of decisions being taken by the Authority. A revised Constitution was approved by the Fire Authority on 17 April 2012 and updated on 23 April 2013. The Authority approved a revised Terms of Reference for the Governance, Audit and Scrutiny Committee on 25 April 2014. The Authority at its meeting on 16 March 2015 approved the establishment of a Pensions Board with effect from 1 April 2015 and the Board's Terms of Reference for incorporation in the Constitution.

(b) Approving or adopting the Policy Framework (the Strategic Plan and Integrated Risk Management Plan (IRMP));

The Humberside Fire Authority approved its Strategic Plan/IRMP on 11 April 2008 and certain Resource Disposition proposals at a special meeting on 25 July 2008. The annual refreshment of the Strategic Plan and the IRMP 2012-15 was approved at the meeting of the Authority on 14 December 2012. A Draft Strategic Plan 2015-18 and Draft Integrated Risk Management Plan 2015-18 were approved by the Authority for publication on 12 December 2014.

(c) Approval of Precept;

The Humberside Fire Authority approved the level of precept for 2015/16 at its meeting on 16 February 2015.

(d) Approval of Annual Statement of Accounts;

The Humberside Fire Authority approved the Statement of Accounts at its meetings on 23 June and 26 September 2014.

- (e) Approval of the Annual Budget and Medium Term Financial Plan, including Capital Programme;

The Humberside Fire Authority approved the Annual Budget and Medium Term Financial Plan, including the Capital Programme at its meeting on 16 February 2015.

- (f) Approval of Annual Treasury Management Prudential Indicators and Treasury Management Policy Statement;

The Humberside Fire Authority approved the Annual Treasury Management Prudential Indicators and Treasury Management Policy Statement at its Meeting on 16 March 2015.

- (g) Approval of Annual Governance Statement;

The Annual Governance Statement was considered by the Governance, Audit, and Scrutiny Committee on 13 April 2015 and approved by the Authority on 27 April 2015 and will form part of the Annual Statement of Accounts that will be submitted to the Authority.

- (h) Appointing annually the Chairperson and Vice Chairperson of the HFA and agreeing the composition of the committee structure of the HFA;

Approved at the Annual General Meeting of the Humberside Fire Authority on 23 June 2014 and by subsequent nomination via the Group Secretaries.

- (i) Agreeing and/or amending the functions of its committees;

(see (a) above.

- (j) Completing the business of the Annual General Meeting;

Annual General Meeting of Humberside Fire Authority on 23 June 2014.

- (k) Appointing representatives to outside bodies unless the appointment has been delegated by the HFA;

Annual General Meeting of Humberside Fire Authority on 23 June 2014.

- (l) Adopting and amending the Members' Allowance Scheme;

The 2015/16 Scheme of Members' Allowances was approved at the Humberside Fire Authority on 16 February 2015.

- (m) Setting and varying the Authorised Establishment (subject to any delegations set out in the Constitution);

Changes in the Authorised Establishment have been managed within the scheme of delegated authority granted to the Chief Fire Officer & Chief Executive and reported to the Governance, Audit & Scrutiny Committee on 13 April 2015 and to the Humberside Fire Authority meeting on 27 April 2015.

- (n) Designation of the Monitoring Officer and S.151 Officer;

There has been no change in the designation of the Monitoring Officer or the S.151 Officer.

- (o) Confirming the appointment of the Chief Fire Officer & Chief Executive and other Senior Officers;

There have been no new appointments.

- (p) Appointing such number of Independent Co-opted Members of the Governance, Audit and Scrutiny Committee as the Authority shall from time to time determine;

There is currently one vacancy following the retirement of Mrs. G Hardy 30 April 2015. The Authority at its meeting on 26 June 2015 will consider reducing the size of the Governance, Audit and Scrutiny Committee from 8 to 7 Independent Co-opted Members.

- (q) Receiving the minutes of meetings of committees;

This is a standing item on each Humberside Fire Authority meeting, including both approved and draft minutes.

- (r) Receive annual reports from the Governance, Audit and Scrutiny Committee;

The Agenda of the June 2015 Humberside Fire Authority contains an Annual Report from the Governance, Audit and Scrutiny Committee.

- (s) Such other matters specifically requiring the approval of the HFA, particularly under Part 3 and Part 4;

None at present.

- (t) All other matters which by law must be reserved to the HFA;

No other matters have required a report to the Humberside Fire Authority.

- (u) Approval of strategic partnerships;

No new partnerships approved, although reports received concerning agency collaboration.

- (v) Establishing any committee or working party in respect to HFA matters;

None at present.

- (w) Approving the policy framework for the HFA.

No reports during 2014/15.

- (x) Keep under review the performance of the Service, assisted by the Governance, Audit and Scrutiny Committee.

Quarterly performance reports were received.

- (y) Keep under review the Audit of the Authority, assisted by the Governance, Audit and Scrutiny Committee.

Audit reports received.

- (z) Keep under review the performance of any regulated company of the Authority.

HFR Solutions has reported through to the HFA on a quarterly basis. Reports have been submitted to the Authority during 2014/15 clarifying the legal relationship between HFR Solutions and the Fire Authority and this is to be considered further during July 2015.

9.2 Article 4.3: Meetings

Meetings have been held as scheduled.

10. Assurance

The Humberside Fire Authority has discharged its functions under the Constitution.

Article 4 – Humberside Fire Authority – Full Authority Meetings

4.1 MEANINGS

(a) Policy Framework

The Policy Framework comprises all major corporate plans and strategies of the HFA and includes:

- (i) the Strategic Plan, which incorporates the:
- (ii) IRMP (Integrated Risk Management Plan).

(b) Budget

The Budget includes the allocation of financial resources to different directorates, to projects, proposed contingency funds, setting the council tax precept and decisions relating to the control of the HFA's borrowing requirements, the control of its capital expenditure and the setting of virement limits.

(c) Authorised Establishment

The Authorised Establishment means the maximum number of permanent and temporary employees that are to be employed by the HFA at any given time.

4.2 FUNCTIONS OF THE FULL FIRE AUTHORITY

Generally all decisions shall be made by the HFA except as it may delegate to any ad hoc Appointments Committee or to the Chief Fire Officer & Chief Executive as detailed in the Scheme of Delegations. Only the HFA will exercise the following functions (matters reserved to the HFA):

- (b) Adopting and changing this Constitution;
- (b) Approving or adopting the Policy Framework (the Strategic Plan and Integrated Risk Management Plan (IRMP));
- (c) Approval of Precept;
- (d) Approval of Annual Statement of Accounts;
- (e) Approval of the Annual Budget and Medium Term Financial Plan, including Capital Programme;
- (f) Approval of Annual Treasury Management Prudential Indicators and Treasury Management Policy Statement;
- (g) Approval of Annual Governance Statement;
- (h) Appointing annually the Chairperson and Vice Chairperson of the HFA and agreeing the composition of the committee structure of the HFA;
- (i) Agreeing and/or amending the functions of its committees;
- (j) Completing the business of the Annual General Meeting;

- (k) Appointing representatives to outside bodies unless the appointment has been delegated by the HFA;
- (l) Adopting and amending the Members' Allowance Scheme;
- (m) Setting and varying the Authorised Establishment (subject to any delegations set out in the Constitution);
- (n) Designation of the Monitoring Officer and S.151 Officer;
- (o) Confirming the appointment of the Chief Fire Officer & Chief Executive and other Senior Officers;
- (p) Appointing such number of Independent Co-opted Members of the Governance, Audit and Scrutiny Committee as the HFA shall from time to time determine;
- (q) Receiving the minutes of meetings of committees;
- (r) Receive an annual report from the Governance, Audit and Scrutiny Committee;
- (s) Such other matters specifically requiring the approval of the HFA, particularly under Part 3 and Part 4;
- (t) All other matters which by law must be reserved to the HFA;
- (u) Approval of strategic partnerships;
- (v) Establishing any committee or working party in respect to HFA matters;
- (w) Approving the policy framework for the HFA.
- (x) Keep under review the performance of the Service, assisted by the Governance, Audit and Scrutiny Committee.
- (y) Keep under review the Audit of the Authority, assisted by the Governance, Audit and Scrutiny Committee.
- (z) Keep under review the performance of any regulated company of the Authority.

4.3 MEETINGS

There are three types of HFA meetings:

- (a) The Annual General Meeting (AGM), which meets in late May or early June in each year;
- (b) Ordinary meetings (normally eight per year);
- (c) Extraordinary meetings (as may be necessary).

The meetings of the HFA will be conducted in accordance with the HFA Procedure Rules in Part 4 of this Constitution.

The AGM is primarily a procedural meeting, where for example the Chairperson and Vice Chairperson are elected. The compositions of the Committees are also determined.