

Governance, Audit and Scrutiny Committee
13 July 2015

Report by Chairperson and
Monitoring Officer/Secretary

**UPDATE: MATTERS ARISING/
FEEDBACK FROM FIRE AUTHORITY**

REPORT EXECUTIVE SUMMARY

The Governance, Audit and Scrutiny Committee has previously agreed that it would be desirable to receive feedback from meetings of the Authority, particularly where the Committee had made recommendations to the Authority. The report also draws attention to matters considered by the most recent meeting of the Authority which may be of interest to this Committee.

RECOMMENDATIONS

1. The Committee is asked to consider this report.

FEEDBACK FROM THE FIRE AUTHORITY

2. The following summarises the consideration given by the HFA to the draft minutes of the meeting of the GAS Committee held on 13 April 2015.

Minute	Feedback/Update
<u>Committee Workstreams/Scrutiny Programme 2014/15 and Annual Report to Humberside Fire Authority</u> (Minute 4841 refers) – The Committee agreed that, subject to the attendance details being reviewed, and where necessary the content being updated to take account of this meeting, the draft Annual Report be approved for submission to full Fire Authority on 26 June 2015, to be presented by the Chairperson of this Committee.	The HFA noted the Annual Report of the Governance, Audit and Scrutiny Committee now submitted and acknowledged the work undertaken by the Committee.
<u>Committee Workstreams 2015/16</u> (Minute 4842 refers) – The Committee agreed that the proposed workstreams/scrutiny programme for 2015/16 be approved as now amended and set out in Appendix 1 to the minutes.	The HFA received the Governance, Audit and Scrutiny Committee's workstreams/scrutiny programme for 2015/16 as set out in the report.
<u>External Audit Progress Report and Technical Update</u> (Minute 4843 refers)	The HFA noted the report.
<u>Internal Audit Update</u> (Minute 4844 refers) - The Committee agreed (a) That the Committee notes the progress in finalising the 2014/15 Internal Audit Plan and the presented outcomes with regard to Executive Governance Arrangements and Performance, and (b) that the Committee notes the anticipated delivery profile for the 2015/16 Internal Audit Plan.	The HFA in receiving the minutes noted the Committee's decision.
<u>Annual Statement of Accounts 2014/15</u> (Minute 4845 refers) – The Committee agreed that Members take assurance from the accounts presented and that after the Fire Authority meeting on 26 June 2015 a copy signed by the Executive Director Service Support/Section 151 Officer be presented for audit.	The HFA agreed (a) That Members take assurance from the accounts presented and that after this Fire Authority meeting a copy signed by the Executive Director Service Support/Section 151 Officer be presented for audit; (b) that Members approve the Capital Programme 'slippage' at paragraph 8 of the report, and (c) that Members approve the position on Reserves as at 1 April 2015.
<u>Treasury Management Annual Report 2014/15</u> (Minute 4846 refers) – The Committee agreed that Members take assurance from the Treasury Management activities undertaken during 2014/15 and the Prudential Indicators as outlined in paragraphs 14 and 15 and detailed in Appendix 1 to the report.	The HFA agreed that Members take assurance from the Treasury Management activities undertaken during 2014/15 and the Prudential Indicators as outlined in paragraphs 18 and 19 and detailed in Appendix 1 to the report.

<p><u>Customer Service Excellence Award</u> (Minute 4847 refers) – The Committee agreed that Members acknowledge the retention of the Award and take assurance from the on-going commitment to Customer Service Excellence.</p>	<p>The HFA in receiving the minutes noted the Committee's decision.</p>
<p><u>Performance Reporting and Service Performance Indicators 2015-16</u> (Minute 4848 refers) – The Committee agreed that Members are assured by the targets set for 2015/16.</p>	<p>The HFA in receiving the minutes noted the Committee's decision.</p>

3. The following summarises matters considered by the HFA on 26 June 2015 which may be of interest to this Committee.

Item	Feedback
<p><u>Committee Structure and Composition 2015/16</u> (HFA Minute 4865 refers)</p>	<p>The HFA agreed inter alia that that the Authority approves the Committee structure as set out in the report.</p> <p>(The HFA approved the proposal to reduce the composition of the Committee from 8 to 7).</p>
<p><u>Review of Fire Authority Constitution</u> (HFA Minute 4877 refers)</p>	<p>The HFA agreed that Members approve the amendments to the Constitution set out in paragraph 7 of the report.</p> <p>The amendments made to the contract rules are:</p> <p>Rule 8 – Authorised Officer</p> <p>8.1 (j) “no tender for contracts to which Rules 13 and 14 apply will be considered unless it is uploaded to the tendering solution in accordance with the timescales contained within the Invitation to Tender”;</p> <p>Rule 17 – Invitation to Tender</p> <p>17.1 “The Invitation to Tender shall state that no Tender will be considered unless it is received by the date and time and in the manner stipulated in the Invitation to Tender. Late Tenders will not be accepted. No Tender delivered in contravention of the method stated in the Invitation to Tender shall be considered.”</p> <p>17.2 “Invitations to Tender should be issued on appropriate internet web sites or tendering systems using the HFA's standard document templates, where appropriate”.</p> <p>Existing safeguards with regard to processing tenders will continue in that the Senior Finance Officer (Procurement) is the designated Officer able to access the electronic procurement portal to deal with tenders received.</p>

<p><u>Service Redesign Programme - Progress Report</u> (HFA Minute 4878 refers).</p>	<p>The HFA agreed (a) That Members note the progress that the Chief Fire Officer and Chief Executive has made in the incremental implementation of options to reduce the number of uniformed operational managers, within a new optimal functional management structure, and (b) that Members approve that progress reports will be brought before the Authority at appropriate stages of the SRP.</p>
<p><u>Occupational Health Provision</u> (HFA Minute 4880 refers).</p>	<p>The HFA agreed that Members approve the commencement of a 12 week consultation period for the three options set out in the report and attached appendices.</p>

STRATEGIC PLAN COMPATIBILITY

4. None arising directly.

FINANCIAL/RESOURCES/VALUE FOR MONEY IMPLICATIONS

5. As outlined above.

LEGAL IMPLICATIONS

6. As outlined above.

EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS

7. None arising.

CORPORATE RISK MANAGEMENT IMPLICATIONS

8. None arising.

HEALTH AND SAFETY IMPLICATIONS

9. None arising.

COMMUNICATION ACTIONS ARISING

10. None.

DETAILS OF CONSULTATION

11. None.

BACKGROUND PAPERS AVAILABLE FOR ACCESS

12. None.

RECOMMENDATIONS RESTATED

13. The Committee is asked to consider this report.

M BUCKLEY

D CHAPMAN
(Chairperson, Governance, Audit
and Scrutiny Committee)

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29 June 2015

