

Governance, Audit and Scrutiny Committee  
11 June 2013

Report by  
Secretary/Director of People

**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.

This report summarises the Authority's decisions on those items.

## 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 report presented by the Chair of the Governance, Audit and Scrutiny Committee and the draft minutes of the meeting of the GAS Committee held on 9 April 2013:

Minute	Feedback/Update
<p><u>Update: Matters Arising/Feedback From Fire Authority</u> (Minute 4075 refers). The Committee agreed the content and format of the feedback report be noted and also requested that the workstreams for 2013/14 would include a report outlining the procedures for reviewing Policy Guidance Notes.</p>	<p>This has been implemented. See Item 9 on the Agenda for this meeting.</p>
<p><u>Workshops Collaboration</u> (Minute 4077 refers). The Committee recognised the speed of change with regard the possible collaboration on a joint vehicle maintenance facility and indicated therefore that it was not in a position to make any recommendations to the Authority, but that this Committee would wish to be continued to be informed of developments.</p>	<p>This view was supported by the Authority. See Item 24 on the Agenda for this meeting.</p>
<p><u>'HFR Solutions' Community Interest Company</u> (Minute 4078 refers) - The Committee agreed that on the evidence contained in the report now submitted this Committee is very pleased with the progress made by 'HFR Solutions'.</p>	<p>This view was supported by the Authority. See Item 23 on the Agenda for this meeting.</p>
<p><u>Draft External Audit Plan 2012/13</u> (Minute 4080 refers) – The Committee had previously asked Mr D Murray (External Audit - KPMG) how many days work was allowed for in carrying out the audit. Ms Rae reported that Mr Murray had stated that he could not provide the information requested as the information was commercially sensitive. The Secretary/Director of People stated that the information could be provided under 'Exempt' information and that the request from Members was reasonable. Ms Rae undertook to inform Mr Murray of the Committee's views.</p>	<p>Mr. Murray attended the meeting of the HFA on 23 April 2013 and gave further information under the Exempt Business part of the proceedings.</p>
<p><u>External Audit Update</u> (Minute 4081) Ms J Rae (External Audit, KPMG) reported that so far no matters had been identified during the early part of the audit work as requiring discussion with Officers of the Authority and that she would send a letter to the Authority stating this.</p>	<p>Reported at the meeting by Mr. Murray</p>

<p><u>Annual Governance Statement</u> (Minute 4084 refers) – The Committee agreed (a) That, subject to the Secretary/Director of People revising the content of the Statement to take account of the matters now raised by the Members of this Committee, the Annual Governance Statement for 2012/13 be approved by this Committee and Members confirm that they have sufficient assurance on the Authority’s governance arrangements, and (b) that the Secretary/Director of People will give consideration to the production of a more ‘user friendly’ Annual Report and a separate annual report about the work of the Committee.</p>	<p>Agreed by the Authority</p>
<p><u>Peer Audit</u> (Minute 4085 refers) – The Committee agreed to await the report of the Peer Team.</p>	<p>See Item 14 on the Agenda for this meeting.</p>
<p><u>Operational Efficiency Programme – Engagement and Consultation</u> (Minute 4087 refers) – The Committee received a report setting out a proposed two-stage approach to engagement and consultation with respect to the operational efficiency programme and noted that a fuller report would go before the Fire Authority meeting on 23 April 2013 recommending this two-stage approach. Separately the Authority received an exempt paper setting out recommended options for the first stage engagement.</p>	<p>The Fire Authority approved the engagement and consultation process and the Options for the first stage engagement process. A Special Meeting of the Authority was later called by the Chairperson of the Authority on 10 May 2013 to clarify the decisions made by Members.</p>
<p><u>Review of Constitution</u> (Minute 4088 refers) – The Committee agreed that given the full review in 2012, other than very minor adjustments, for example around changes in post titles, there were no substantive recommended changes before the Committee.</p>	<p>This view was supported by the Authority.</p>
<p><u>Health Check - Review of Corporate Governance – Review of Authority Governance Structure</u> (Minute 4090 refers) The Committee agreed that the Chairperson would put forward the Committee’s views to the full Fire Authority.</p>	<p>The Authority agreed (a) the continuation of the existing governance structure for 2013/14;</p> <p>(b) that the membership of the Governance, Audit and Scrutiny Committee shall continue to comprise 8 Independent Co-opted Members and that accordingly:</p> <p>(i) the vacancy caused by the resignation of Ms. J Marr should be filled and the Secretary/Director of People be authorised to commence the process to seek a new Member of the Committee;</p>

	<p>(ii) in respect to the four recently appointed Independent Co-opted Members of the Committee namely:</p> <p>Mr. M Allingham, Mr. D Chapman, Mrs. A J Thomlinson and Mr. C Vertigans</p> <p>their second year of an initial 3 year term be confirmed until the end of April 2014;</p> <p>(iii) the period of appointment of the three 'continuing Co-opted Members' (from the previous Governance and Standards and Audit, Performance and Scrutiny Committees), namely:</p> <p>Mrs. G Hardy, Mr. D Hughes and Mr. J Jepson</p> <p>be extended for a further year from the end of April 2013 to the end of April 2014, and</p> <p>(iv) that the Authority further reviews the Committee in April 2014.</p>
<p><u>Local Government Pension Scheme (Benefits, Membership And Contribution) Regulations 2008 and Establishment Clarification</u> (Minute 4091 refers) – The Committee endorsed the revised 'Statement of Policy on the Local Government Pension Scheme (Benefits, Membership and Contributions) Regulations 2008' attached at Appendix 1 to the report and recommended it to the Fire Authority for approval.</p>	<p>This recommendation was approved by the Authority.</p>

<p><u>Committee Workstreams 2012/13 and Annual Report to Humberside Fire Authority</u> (Minute 4092 refers) - The Committee agreed that, subject to the Secretary/Director of People updating the report as now discussed, the report be approved for submission to full Fire Authority on 23 April 2013, to be presented by the Chairperson of this Committee.</p>	<p>The Fire Authority noted the Annual Report of the Governance, Audit and Scrutiny Committee and acknowledged the work undertaken by the Committee.</p> <p>A Member expressed his thanks to the Governance, Audit and Scrutiny Committee for its first year of work and acknowledged those matters which the Committee had looked at in depth, saving time for Members of the Authority. The Chairperson drew attention to the statement in the report for Agenda Item 12 (Health Check: Review of Corporate Governance – Review of Authority Governance Structure) that both the Peer Audit and the Efficiency Review led by Sir Ken Knight had highlighted that the Authority’s governance structure, especially the creation of the Governance, Audit and Scrutiny Committee, was notable practice.</p>
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STRATEGIC PLAN COMPATIBILITY

- 3. None arising directly.

FINANCIAL/RESOURCES/VALUE FOR MONEY IMPLICATIONS

- 4. As outlined above.

LEGAL IMPLICATIONS

- 5. As outlined above.

EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS

- 6. None arising.

CORPORATE RISK MANAGEMENT IMPLICATIONS

- 7. None arising.

HEALTH AND SAFETY IMPLICATIONS

- 8. None arising.

COMMUNICATION ACTIONS ARISING

- 9. None.

DETAILS OF CONSULTATION

10. None.

BACKGROUND PAPERS AVAILABLE FOR ACCESS

11. None.

RECOMMENDATIONS RESTATED

12. The Committee is asked to consider this report.

**R GRAHAM**

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RG/JS  
28 March 2013