

**Governance, Audit and Scrutiny Committee**  
**15 June 2015**

**Report by the**  
**Monitoring Officer/Secretary**

## **COMMITTEE WORKSTREAMS 2015/16**

### **REPORT EXECUTIVE SUMMARY**

In line with the Constitution, the first meeting of each Committee in a new cycle should receive a report which outlines broadly the substantive reports that Members, as a minimum, can expect to receive during the year. This report sets out the workstreams for the Governance, Audit and Scrutiny Committee for 2015/16.

Progress against those workstreams will be included in the annual report from the Committee to the Fire Authority.

## RECOMMENDATIONS

1. The Committee is asked to consider and approve the proposed workstreams for 2015/16.

## BACKGROUND AND WORKSTREAMS 2015/16

2. The intention behind the workstreams for 2015/16 is to provide Members with a broad indication of the reports that they can expect to receive during the year. This also will enable forward planning for the Corporate Management Team and will assist the Committee in programming its scrutiny work having regard to the workload at individual meetings during the year.
3. The proposed workstreams have been incorporated in the timetable of meetings of the Committee that will be considered as part of the Authority's Calendar of Meetings at the AGM of the Authority on 26 June 2015 (Appendix 1).

## 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 and approve the proposed workstreams for 2015/16.

**M BUCKLEY**

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1 June 2015



**GOVERNANCE, AUDIT AND SCRUTINY COMMITTEE****DRAFT SCHEDULE OF MEETINGS 2015/16****including Workstreams ('Audit' and 'Governance') and Scrutiny Programme**

<b>2015/16</b>		
<b>Meeting</b>	<b>Workstreams ('Audit' and 'Governance')</b>	<b>Scrutiny Topics)</b>
<b>Fri 13 July 2015</b>	<ul style="list-style-type: none"> <li>• External Audit report</li> <li>• Internal Audit reports</li> <li>• Annual Statement of Assurance 2014/15</li> <li>• Annual Performance Report 2014/15</li> </ul>	<ul style="list-style-type: none"> <li>• Report Scoping Discussion (Business Safety)</li> </ul>
<b>Mon 14 September 2015</b>	<ul style="list-style-type: none"> <li>• Management Accounts</li> <li>• External Audit report</li> <li>• Internal Audit reports</li> <li>• 1st Quarter Performance and Risk Report.</li> <li>• 1st Quarter H&amp;S Report.</li> <li>• Annual Statement of Accounts (audited) 2014/15</li> </ul>	
<b>Mon 2 November 2015</b>	<ul style="list-style-type: none"> <li>• Management Accounts</li> <li>• External Audit report</li> <li>• Internal Audit reports</li> <li>• 2nd Quarter Performance and Risk Report.</li> <li>• 2nd Quarter H&amp;S Report</li> </ul>	<ul style="list-style-type: none"> <li>• Scrutiny Report (Business Safety)</li> </ul>
<b>Mon 1 February 2016</b>	<ul style="list-style-type: none"> <li>• External Audit report</li> <li>• Internal Audit reports</li> </ul>	
<b>Mon 7 March 2016</b>	<ul style="list-style-type: none"> <li>• Management Accounts</li> <li>• External Audit report</li> <li>• Internal Audit reports</li> <li>• 3rd Quarter Performance and Risk Report.</li> <li>• 3rd Quarter H&amp;S Report.</li> <li>• CSE Audit Outcomes.</li> <li>• Treasury Management Policy 2016/17.</li> <li>• Internal Audit Plan 2016/17</li> </ul>	
<b>Mon 11 April 2016</b>	<ul style="list-style-type: none"> <li>• Management Accounts</li> <li>• External Audit report</li> <li>• Internal Audit reports</li> <li>• Annual Governance Statement 2015/16.</li> <li>• Performance Reporting and Service Performance Indicators 2016/17</li> <li>• Annual report to HFA</li> </ul>	

Governance, Audit and Scrutiny Committee – Independent Members of the Committee will meet in private at 9.00 am, main meeting at 10.00 am

