

**Governance, Audit and Scrutiny Committee
11 June 2013**

**Report by
Secretary/Director of People**

COMMITTEE WORKSTREAMS 2013/14

REPORT EXECUTIVE SUMMARY

In accordance with the Constitution, this report proposes a number of Committee workstreams in respect to the 2013/14 Authority year.

The workstreams are indicative only and not exhaustive. However, they assist with forward planning for the Committee, the Authority and the Corporate Management Team.

RECOMMENDATIONS

1. The Committee is asked to consider this report.

COMMITTEE WORKSTREAMS 2013/14

2. 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. Appendix 1 sets out the proposed workstreams for the Governance, Audit and Scrutiny Committee for 2013/14.
3. The intention behind the workstreams for 2013/14 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 the Fire Authority.
4. The proposed workstreams set out in Appendix 1 are not exhaustive but are indicative.

STRATEGIC PLAN COMPATIBILITY

5. Good governance is a key enabler of the Strategic Plan.

FINANCIAL/RESOURCES/VALUE FOR MONEY IMPLICATIONS

6. None arising directly.

LEGAL IMPLICATIONS

7. None arising directly.

EQUALITY IMPACT ASSESSMENT/HR IMPLICATIONS

8. None arising directly.

CORPORATE RISK MANAGEMENT IMPLICATIONS

9. None arising directly.

HEALTH AND SAFETY IMPLICATIONS

10. None arising directly.

COMMUNICATION ACTIONS ARISING

11. None arising directly.

DETAILS OF CONSULTATION

12. CMT.

BACKGROUND PAPERS AVAILABLE FOR ACCESS

13. None.

RECOMMENDATIONS RESTATED

14. The Committee is asked to consider this report.

R GRAHAM

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3 June 2013

Governance, Audit and Scrutiny Committee

Workstreams 2013/14

1. July 2013
<ul style="list-style-type: none"> • Accountability of Chief Fire Officer/Chief Executive • Review of Corporate Governance • H & W Controls – Annual Performance Report • Collaboration Update, including South Yorkshire Fire & Rescue
2. September 2013
<ul style="list-style-type: none"> • Review of Internal Audit: Procurement Options • Operational Efficiency Engagement and Next Steps • Audited Statement of Accounts for 2012/13
3. January 2014
<ul style="list-style-type: none"> • Operational Efficiency Programme – Consultation Outcomes • Budget 2014/15 • Review Progress against IRMP/Strategic Plan Projects • Review Whistleblowing/Anti-Fraud arrangements • Members Allowances • Member Training and Development
4. March 2014
<ul style="list-style-type: none"> • Review Member Code • Draft Internal Audit Plan 2014/15 • Constitutional review, including financial/procurement • Review Code of Conduct/Training
5. April 2014
<ul style="list-style-type: none"> • AGS (Annual Governance Statement Review) • Committee Annual Report to HFA • Annual Internal Audit Report • Review of Audit Management Actions • Review of Committee – focus and terms of reference • Draft Annual Audit Letter

Note – there will be the regular quarterly performance reports and internal audit reports. In addition there will be reports for decision to be considered before the Fire Authority.

