

At a meeting of the HAMPSHIRE FIRE AND RESCUE AUTHORITY STANDARDS & GOVERNANCE COMMITTEE held at Hampshire Fire and Rescue Service Headquarters, Eastleigh on 6 June 2014.

PRESENT:

Councillors: J. Frankum; D. Harrison; G. Hockley (Vice-Chairman); C. Lagdon; R. McIntosh (Chairman); P. Smith;

49 APOLOGIES

Apologies were received from Councillor Royston Smith.

50 DISCLOSURES OF INTEREST

Members were mindful of their duty to disclose at the meeting any disclosable pecuniary interest they had in any matter on the agenda for the meeting, where that interest was not already entered in the Authority's register of interests, and their ability to disclose any other pecuniary or non-pecuniary interests in any such matter that they might have wished to disclose.

There were no declarations of interest received for the meeting.

51 MINUTES AND MATTERS ARISING

It was noted that there were several instances under Item 40, "Matters Arising" where the word 'and' was used instead of 'an'.

With this acknowledged, the Minutes from 4 April 2014 were signed by the Chairman as a true record.

52 CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed Councillor Sharon Mintoff to the meeting, who had replaced Councillor Jane Frankum as the Labour representative.

53 DEPUTATIONS

There were no deputations received for the meeting.

54 ANNUAL GOVERNANCE STATEMENT 2013/14

The Committee received a report from the Chief Officer in relation to the Annual Governance Statement 2013/14 (Item 6 in the Minute Book).

Page 17 in Appendix 1 was highlighted, which detailed "future actions" and plans to further improve governance arrangements. Paragraph 12.9

referenced expanding the succession planning process, and it was confirmed that focus was currently only senior managers, but that the level would be moving to account for others approaching retirement age. Cross training was done across various roles, but there were plans to extend this to more specialist roles in addition.

Members queried whether alternate uses of the £250,000 loan provided to 3SFire had been audited and documented. It was confirmed that finances were very transparent as a whole and looked at in a broader sense, rather than focusing on specific amounts.

On page 8 of Appendix 1 in paragraph 5.11, the Committee noted the “Member Champions” listed and agreed it would be helpful to get feedback from them as to what they had been working on and the benefits of their involvement. It was proposed that the Environment Champion, Councillor Carew, be invited to a future meeting to report back to the Committee.

RESOLVED:

- a) The Annual Governance Statement 2014/15 (set out in Appendix 1 to the report) was approved for the inclusion in the Annual Statement of Accounts for 2013/14.

55 PROGRESS REPORT ON THE IMPLEMENTATION OF INTERNAL AUDIT MANAGEMENT ACTIONS

The Committee considered the report from the Chief Officer in relation to internal audit management actions (Item 7 in the Minute Book).

It was confirmed that since the previous Standards and Governance Committee meeting, action plans had been agreed for data quality, taxation, debtors and cash income and the Integrated Business Centre (IBC).

On page 5 in Appendix 1 it was confirmed that water metres were in most stations and were monitored very closely.

RESOLVED:

- a) The Committee approved the audit action reports, and progress made towards the implementation of recommendations.

56 INTERNAL AUDIT CHARTER AND ANNUAL INTERNAL AUDIT PLAN 2014/15

The Committee considered the report from the Chief Internal Auditor in relation to the internal audit Charter and Plan for 2014/15 (Item 8 in the Minute Book).

On page 2 of Appendix 1 it was confirmed that the ‘Limited’ status applied to the project and programme management review was based on the findings at the time of the audit (18 February 2013) A lot of work has been

done since that date and once all actions have been completed the status will be updated. A further progress report will be presented to the Committee in September.

HFRA were found to be very proactive and there were no concerns raised by the Chief Internal Auditor.

RESOLVED:

- a) The Standards and Governance Committee noted the progress of internal audit work for the period ending 20 May 2014.