

At a meeting of the HAMPSHIRE FIRE AND RESCUE AUTHORITY STANDARDS & GOVERNANCE COMMITTEE held at Hampshire Fire and Rescue Service Headquarters, Eastleigh on 11 December 2014.

PRESENT:

Councillors: Robin McIntosh (Chairman); Graham Burgess; Chris Carter; David Harrison; Geoff Hockley; Royston Smith; Phil Smith and Sharon Mintoff

The Chairman announced that the press and members of the public were permitted to film and broadcast the meeting. Those remaining at the meeting were consenting to being filmed and recorded, and to the possible use of those images and recording for broadcasting purposes.

76 APOLOGIES

No apologies were received

77 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.

78 MINUTES AND MATTERS ARISING

Noting a minor typing error at Minute 74, the Minutes from 31 October 2014 were signed by the Chairman as a true record.

79 CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed Councillor Graham Burgess to his first meeting of the Committee. Councillor Burgess had been appointed to replace Councillor Fairhurst on the Committee at the Hampshire Fire and Rescue Authority meeting of 3 December 2014.

80 DEPUTATIONS

There were no deputations received for the meeting.

81 INTERNAL AUDIT PROGRESS REPORT 2014/15

The Committee received a report from the Chief Internal Auditor in relation to work completed and the status of live audit reports (Item 6 in the Minute

Book).

It was confirmed that the internal audit team was working closely with the knowledge management team to complete outstanding audit activity. It was therefore anticipated that a number of live reports would receive attention in the final quarter of the financial year.

The reporting process was detailed and a number of acronyms were explained; it was agreed to include a glossary for this report in the future.

RESOLVED:

That the Standards and Governance Committee note the progress of internal audit work for the period ending 31 October 2014.

82 PROGRESS REPORT ON THE IMPLEMENTATION OF INTERNAL AUDIT MANAGEMENT ACTIONS

The Committee received a report from the Chief Officer regarding audit action reports and progress made towards the implementation of recommendations (Item 7 in the Minute Book).

The Information Compliance Officer introduced the report, highlighting a number of areas that were now complete and updating Members on the progress of others. Changes in target dates for completion were questioned and it was explained that this was managed slippage, as a result of prioritisation.

RESOLVED:

Taking account of the updates provided at the meeting, the Standards and Governance Committee noted the report and the progress made towards the implementation of the internal audit management actions detailed in appendix one.

83 HEALTH AND SAFETY ANNUAL REPORT 2013/14

The Committee received a report from the Chief Officer regarding the Health and Safety annual report and the Statement of Intent (Item 8 in the Minute Book).

Members were pleased to note the ninth consecutive Gold Award from the Royal Society for the Prevention of Accidents. Staff changes with relation to health and safety responsibilities were highlighted and congratulations offered to those who had left for new roles.

Health and safety performance was outlined and the potential cause for concern relating to the low number of near misses was highlighted. It was noted that action was in place to ensure that all near misses were being reported. Overall the low number of incidents was welcomed.

The details of a recent incident in which firefighters had been injured were discussed and it was confirmed that precautions had been taken, but unfortunately risk could never be eliminated and a review was underway.

The Statement of Intent (appendix C) was considered and some minor re-phrasing agreed.

RESOLVED:

That the Standards and Governance Committee note the Health and Safety annual report for the year 2013/14.

That the Standards and Governance Committee agree the content of the Health and Safety Statement of intent, subject to minor re-phrasing.

84 EQUALITY IMPACT ASSESSMENT REPORT

The Committee received a report from the Chief Officer regarding the public sector equality duty, people and equality impact assessments (Item 9 in the Minute Book).

The current situation and proposed review of equality impact assessments was introduced. It was explained that this would involve a review of both the policy and the assessment tool and that the project management office would be responsible for their promotion.

RESOLVED:

The Standards and Governance Committee resolved to agree the recommendations listed at 2.1 to 2.6 of the report.