

AT A MEETING of the HAMPSHIRE FIRE AND RESCUE AUTHORITY
GOVERNANCE COMMITTEE held at Hampshire Fire and Rescue Service Headquarters,
Eastleigh on 24 March 2010.

PRESENT:

Councillors: R. McIntosh (Chairman); L. Fairhurst; P. Galton; D. Harrison; D.A. Kirk;
Mrs. M. Tucker.

Also in attendance was Graham West from the Audit Commission.

17. APOLOGIES

Apologies for absence were received from Councillors D. Fuller and R. Smith.

18. DECLARATIONS OF INTEREST

Members were mindful that, where they believed they had a personal or personal prejudicial interest in any matter to be considered at the meeting, they should normally, at the time of debate, declare their interest and having regard to the circumstances described in paragraphs 9, 10, 11 and 12 of the Fire Authority's Code of Conduct consider whether to leave the meeting whilst the matter was discussed, save for exercising any right to speak in accordance with Paragraph 12 of the Code.

There were no declarations of interest made by Members under this item.

19. MINUTES

The Minutes of the meeting of the Committee held on 20 November, 2009 were confirmed as a correct record and signed by the Chairman.

20. DEPUTATIONS

There were no deputations to the meeting.

21. REVIEW OF GOVERNANCE STRUCTURE - REPORT BACK ON INDIVIDUAL COMMITTEE CONSIDERATIONS

The Committee considered the report of the Clerk (Item 5 in the Minute Book) on a report back following each of the Committees considerations and comments on their individual terms of reference.

Members felt that the process of reviewing the Authority's Committee structure and terms of reference had been a worthwhile one with all Members engaging in discussion about the role they play in the Authority's overall governance arrangements. After careful consideration, the Committee supported the proposed revised set of terms of reference, in the light of the comments made, as identified in Appendix 1 of the report.

The importance of the role of the three independent Members was mentioned and it was felt that they should be given the opportunity to attend and observe, if they so wished, a future Authority and/or Fire Committee (other than Standards, upon which they served). The Clerk agreed to arrange this.

RESOLVED:

That the proposed revised HFRA Committees - Terms of Reference, as set in Appendix 1 of the report, be recommended for adoption by the Authority at its Annual Meeting in June 2010.

22. INTERNAL AUDIT STRATEGY - 2010/11 REVIEW

The Committee considered the report of the Treasurer (Item 6 in the Minute Book) on the review of delivery of the current audit strategy and the proposed 2010/11 audit plan.

RESOLVED:

- (a) That the Committee endorse the view that the internal audit strategy 2008 to 2011/13 remains valid.
- (b) That the Committee endorse the view that the internal audit plan for 2010/2011 to 2011/13 is in line with the agreed strategy.

23. PROGRESS OF THE IMPLEMENTATION OF RECOMMENDATIONS AND ACTIONS ARISING FROM INTERNAL AUDIT REPORTS

The Committee considered the report of the Chief Officer (Item 7 in the Minute Book) on audit action items and on progress made towards the implementation of recommendations for improvement.

Particular reference was made to Fleet Management System (Audit ref: 3.33) and the intention to substitute this for a more robust and suitable system at the earliest opportunity. It was noted that the consultants who undertook the external review were being engaged to help with the procurement and implementation of the new system. The current estimated date of implementation was Q4 2010/11. This was felt by the FMS IT Project Board to be achievable and the Chief Officer agreed to bring the timetable for the project as part of the report on this item to the next meeting.

RESOLVED:

- (a) That the Committee approves the audit action reports, and progress made towards the implementation of internal audit recommendations for improvement.
- (b) That a further update on the Fleet Management System be provided to the Committee at their next meeting.

24. ACTION PLAN FOR THE IMPLEMENTATION OF THE RECOMMENDATIONS ARISING FROM THE HEALTH AND SAFETY EXECUTIVE INSPECTION IN 2009

The Committee considered the report of the Chief Officer (Item 8 in the Minute Book) on the action plan to address the issues highlighted by the Health and Safety Executive Inspection last September.

RESOLVED:

- (a) That the Committee approves the action plan for the implementation of recommendations arising from the Health and Safety Executive inspection in September 2009.
- (b) That the Committee agrees to receive regular updates on the progress towards implementing the recommendations made.

25. **INTERNATIONAL FINANCIAL REPORTING STANDARDS IMPLEMENTATION - PROJECT UPDATE**

The Committee considered the report of the Treasurer (Item 9 in the Minute Book) providing an update following the report on 1 November 2009 about the required implementation of International Financial Reporting Standards (IFRS) for the financial year 2010/11. It set out the developments that have taken place in terms of standards and guidance as well as outlining on progress made to date with the project.

RESOLVED:

- (a) That the Committee note the progress made and supports the work still required for the successful implementation of the International Reporting Standards Code of Practice.
- (b) That a further report in IFRS implementation be considered by the Governance Committee in September 2010.

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