

## report

meeting	<b>NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM FIRE &amp; RESCUE AUTHORITY</b>	
date	<b>13 September 2006</b>	agenda item number

### REPORT OF THE CHIEF FIRE OFFICER

#### PROPOSED AMENDMENT TO THE TERMS OF REFERENCE FOR THE FINANCE & RESOURCES COMMITTEE

##### 1 PURPOSE OF REPORT

To seek the approval of Members for the inclusion of an additional Terms of Reference for the Finance & Resources Committee.

##### 2 BACKGROUND

The Nottinghamshire and City of Nottingham Fire & Rescue Authority implemented its revised Governance structure on 3 April 2006 following the conclusion of a full review of the previous structure. Within the revised Governance structure new committees with specific delegated powers were formed.

##### 3 REPORT

- 3.1 The revised committee structure was implemented in April 2006 and the new Committees have already held a series of meetings to address issues within their remit.
- 3.2 As the structure is in infancy in terms of implementation, each of the Committees are constantly reviewing their terms of reference to ensure they are appropriate and relevant.
- 3.3 At the recent meeting of Policy & Strategy Committee held on 4 August 2006 a report was received on the process of monitoring the Statement of Internal Control.
- 3.4 As part of its governance arrangements the Statement of Internal Control is presented to full Fire & Rescue Authority. The Authority, however, does not have any interim role with regard to ensuring compliance and action.
- 3.5 To ensure that the Service meets its obligations with regard to the Statement of Internal Control, the Policy and Strategy Committee agreed that the role of reviewing and monitoring the Statement should be undertaken by the Finance and Resources Committee. Under the revised governance arrangements, this amendment must be forwarded to the full Fire & Rescue Authority for approval.

##### 4 FINANCIAL IMPLICATIONS

There are no direct financial implications arising from this report.

## **5 PERSONNEL IMPLICATIONS**

There are no direct personnel implications arising from this report.

## **6 EQUALITY IMPACT ASSESSMENT**

An initial equality impact assessment has revealed there are no specific equalities issues arising from this report.

## **7 RISK MANAGEMENT IMPLICATIONS**

A good and effective governance structure is an essential part of the Fire & Rescue Service. This is formally assessed through the Comprehensive Performance Assessment process and failure to demonstrate effective governance could lead to intervention measures by the Secretary of State.

## **8 RECOMMENDATIONS**

That Members approve the following addition to the terms of reference of the Finance and Resources Committee :

“To be responsible for the review and monitoring of the Statement of Internal Control.”

## **9 BACKGROUND PAPERS FOR INSPECTION**

- Minutes of the Nottinghamshire and City of Nottingham Fire & Rescue Authority, Policy & Strategy Committee 4 August 2006 ;
- Fire & Rescue Authority Governance report, June, July, September 2005 ;
- Audit Commission – CPA report ;
- Fire & Rescue Services Circular 13/2005 ;
- Fire & Rescue Services National Framework 2006-2008 ;
- Fire & Rescue Services Act 2004.

Paul Woods  
**CHIEF FIRE OFFICER**