

# **ESSEX FIRE AUTHORITY**

## **Essex County Fire & Rescue Service**



### **Audit, Governance and Review Committee Agenda**

<b>10:00</b>	<b>Wednesday, 12 July 2017</b>	<b>Kelvedon HQ,</b>
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**Quorum: one third of the Committee's membership (5)**

#### **Membership**

Councillor Anne Turrell  
Councillor Aaron Watkins  
Councillor Jo Beavis  
Councillor Fay Evans  
Councillor Mike Garnett  
Councillor Michael Hardware  
Councillor Ivan Henderson  
Councillor Paul Honeywood  
Councillor June Lumley  
Councillor Bob Massey  
Councillor John Moran  
Councillor Ron Pratt  
Councillor Wendy Schmitt  
Councillor Kerry Smith  
Councillor Ron Woodley

Chairman  
Vice-Chairman

**For information about the meeting please ask for:  
Fiona Lancaster (Committee Officer, Essex County Council)  
033301 34573 / [fiona.lancaster@essex.gov.uk](mailto:fiona.lancaster@essex.gov.uk)**

## **Essex Fire Authority and Committees Information**

Meetings of the Authority and its committees are open to the press and public, although they can be excluded if confidential information is likely to be considered.

Meetings are held at Essex County Fire and Rescue Service Headquarters, Kelvedon Park, Rivenhall, Witham, CM8 3HB. A map can be found on the Essex County Fire and Rescue Service's website ([www.essex-fire.gov.uk](http://www.essex-fire.gov.uk)); from the Home Page, click on 'Contact Us'.

There is ramped access to the building for wheelchair users and people with mobility disabilities.

Please report to Reception when you arrive. The meeting rooms are located on the ground and first floors of the building and are accessible by lift where required.

If you have a need for documents in an alternative format, in alternative languages or in easy read please contact the Committee Services Manager (contact details on the front page) before the meeting takes place. If you have specific access requirements please inform the Committee Services Manager before the meeting takes place.

The agenda is also available on the Essex County Fire and Rescue Service website, ([www.essex-fire.gov.uk](http://www.essex-fire.gov.uk)). From the Home Page, click on 'Essex Fire Authority', then scroll down the page and select the relevant documents.

## **Part 1**

(During consideration of these items the meeting is likely to be open to the press and public)

### **Pages**

- |          |  |               |
|----------|--|---------------|
| <b>1</b> | <b>Apologies for Absence</b>   |               |
| <b>2</b> | <b>Declarations of Interest</b><br>To note any declarations of interest to be made by Members in accordance with the Members' Code of Conduct. |               |
| <b>3</b> | <b>Minutes</b><br>To approve as a correct record the minutes of the last meeting of the Committee held on 19 April 2017.                       | <b>7 - 16</b> |

### **Decision Items**

- |          |   |                  |
|----------|---|------------------|
| <b>4</b> | <b>Budget Review May 2017</b><br>To consider report EFA/086/17 by the Finance Director and Treasurer.   | <b>17 - 26</b>   |
| <b>5</b> | <b>Audit Recommendation - Report on Progress Against Action Plans</b><br>To consider report EFA/087/17 by the Finance Director and Treasurer. | <b>27 - 38</b>   |
| <b>6</b> | <b>Audit Reports</b><br>To consider report EFA/088/17 by the Finance Director and Treasurer.  | <b>39 - 96</b>   |
| <b>7</b> | <b>2017-18 Essex Fire Authority Annual Fee Letter</b><br>To consider report EFA/089/17 from the Finance Director and Treasurer.               | <b>97 - 100</b>  |
| <b>8</b> | <b>Update on Public Sector Auditor Appointments</b><br>To consider report EFA/090/17 by the Finance Director and Treasurer.                   | <b>101 - 106</b> |
| <b>9</b> | <b>Treasury Management Strategy</b><br>To consider report EFA/091/17 by the Finance Director and Treasurer.                                   | <b>107 - 116</b> |

### **Information Items**

- |           |  |                  |
|-----------|--|------------------|
| <b>10</b> | <b>General Data Protection Regulation</b><br>To note report EFA/092/17 by the Finance Director and Treasurer.  | <b>117 - 146</b> |
| <b>11</b> | <b>Joint Governance of Police and Fire &amp; Rescue in Essex - Transition Update</b><br>To note report EFA/093/17 by Adam Kendall, Office of the Police and Crime Commissioner.  | <b>147 - 152</b> |
| <b>12</b> | <b>End of Year Performance Report</b><br>To note report EFA/094/17 by the Director of Transformation.  | <b>153 - 188</b> |
| <b>13</b> | <b>Target Setting Presentation</b><br>To receive a presentation from the Director of Transformation.   |                  |
| <b>14</b> | <b>Date of Next Meeting</b><br>To note that the next meeting of the Committee will take place on Wednesday 4 October 2017, subject to the date of implementation of joint Police and Fire Service governance arrangements. |                  |
| <b>15</b> | <b>Urgent Business</b><br>To consider any matter which in the opinion of the Chairman should be considered in public by reason of special circumstances (to be specified) as a matter of urgency.                          |                  |

### **Exempt Items**

(During consideration of these items the meeting is not likely to be open to the press and public)

To consider whether the press and public should be excluded from the meeting during consideration of an agenda item on the grounds that it involves the likely disclosure of exempt information as specified in Part I of Schedule 12A of the Local Government Act 1972 or it being confidential for the purposes of Section 100A(2) of that Act.

In each case, Members are asked to decide whether, in all the circumstances, the public interest in maintaining the exemption (and discussing the matter in private) outweighs the public interest in disclosing the information.

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**Urgent Exempt Business**

To consider in private any other matter which in the opinion of the Chairman should be considered by reason of special circumstances (to be specified) as a matter of urgency.