

Minutes of the meeting of the
GOVERNANCE COMMITTEE held in
the Fire and Rescue Service
Headquarters, Barmston Mere on
MONDAY, 31ST MARCH, 2008 at
12 noon.

Present:

Mr. G.N. Cook in the Chair

Councillors Armstrong, Bell, Carthy, James, Forbes and Woodwark.

Apologies for Absence

There were no apologies for absence.

Declarations of Interest

There were no declarations of interest.

Minutes

11. RESOLVED that the minutes of the last meeting held on 18th February, 2008 (circulated) be confirmed and signed as a correct record.

Appointment of a Further Independent member of the Committee

The Deputy Clerk submitted a report (circulated) to determine the extent to which the Committee wished to be involved in the recruitment and selection procedure to appoint a further Independent Member.

(For copy report – see original minutes).

In response to the previous approval of the Authority on 25th February to appoint a further Independent Member, an advertisement was published in the Sunderland Echo on Friday, 14th March, 2008 inviting applications to serve as an Independent Member to the Committee. The closing date was the 28th March, 2008.

The Deputy Clerk advised the Committee that two applications had been received.

It was:-

12. RESOLVED that the Deputy Clerk, in consultation with the Chairman, determine the appoint of the further Independent Member of the Committee.

Internal Audit Services – Internal Audit Strategy and Operational Plan for 2008/2009

The Finance Officer submitted a report (circulated) to consider and endorse the proposed Internal Audit Strategy and Operational Plan for 2008/2009.

(For copy report – see original minutes).

Tracy Davis was in attendance to explain the detail of the Internal Audit Strategy and Operational Plan to Members of the Committee.

Consideration having been given to the documents, it was:-

13. RESOLVED that the Internal Audit Strategy and Operational Plan be endorsed and performance continue to be monitored.

Corporate Risk Profile

The Chief Fire Officer, the Finance Officer and the Clerk to the Authority submitted a joint report to inform the Committee of the content of the Authority's Corporate Risk Profile following the recent work undertaken to re-examine the risks facing the Authority.

(For copy report – see original minutes).

The new Corporate Risk Profile outlined an overview of 45 risks faced by the Authority. From the risks identified the following should be noted:-

- Twenty six were now considered sufficiently significant to warrant close monitoring by the Corporate Risk Management Group,
- Seven risks were considered 'High Priority'.

Throughout the year the Corporate Risk Management Group would continually monitor progress of the actions established to mitigate the risks facing the Authority with the profile being amended as appropriate.

Upon discussion, it was:-

14. RESOLVED that the contents of the report be noted and any comments on the content relayed back to the Chief Fire Officer.

(Signed) G.N. COOK,
Chairman.