

SOUTH YORKSHIRE FIRE & RESCUE AUTHORITY

Meeting	AUDIT AND GOVERNANCE COMMITTEE
Meeting Date	20 NOVEMBER 2023
Report of	CLERK TO THE AUTHORITY
Report Sponsor(s)	MONITORING OFFICER
Subject	AUDIT AND GOVERNANCE COMMITTEE WORK PROGRAMME

EXECUTIVE SUMMARY

The Work Programme attached is based on the Committee's Terms of Reference and provides a structured approach to the work required to enable Members to fulfil the Committee's responsibilities in its main areas of business i.e. overseeing internal and external audit activity; the Authority's regulatory framework for internal control; and the Authority's accounts. It also provides for the regular review of the Committee's working arrangements.

RECOMMENDATIONS

Members are recommended to:-

- a) Consider and agree the updated Work Programme attached.
- b) Consider and nominate topics for future meetings.

CONTENTS

Main Report

Appendix A – Audit & Governance Committee Work Programme

BACKGROUND

1. The updated Work Programme, attached at Appendix A, shows the annual programme of work and is organised into five sections. The first covers the Committee's working arrangements, the other four relate to the Committee's governance responsibilities.
2. There have been changes to the Work Programme since the last meeting of the Committee, as detailed below:-
 - The ISA 260 2021/22 and Statement of Accounts 2021/22 will now be presented at the January Committee meeting.
 - External Audit will provide a verbal update on the Audit for the year ending 31 March 2022.

CONTRIBUTION TO OUR ASPIRATIONS

- Be a great place to work-** we will create the right culture, values and behaviours to make this a brilliant place to work that is inclusive for all
- Put people first-** we will spend money carefully, use our resources wisely and collaborate with others to provide the best deal to the communities we serve
- Strive to be the best in everything we do-** we will work with others, make the most of technology and develop leaders to become the very best at what we can be

CONTRIBUTION TO SERVICE IMPROVEMENT

- [HMICFRS Inspection Framework e.g. Diagnostic area and/ or diagnostic questions](#)
- [SYFR Inspection report Areas for Improvement \(AFIs\)](#)
- [Fit for the Future Improvement Objectives](#)
- [Professional Standards for Fire & Rescue Services in England](#)
- [SYFR Service Plan 2023-24 Priorities](#)
- [SYFR Community Risk Management Plan 2021-24](#)

The report relates to the procedural / governance arrangements of the Authority. Whilst not linked to the above specifically, the effective governance arrangements of the Authority supports service improvement.

OPPORTUNITIES FOR COLLABORATION

- Yes
- No

If you have ticked 'Yes' please provide brief details in the box below and include the third party/parties it would involve:

CORPORATE RISK ASSESSMENT AND BUSINESS CONTINUITY IMPLICATIONS

3. An effective Audit Committee function challenges and promotes sound internal control arrangements.

EQUALITY ANALYSIS COMPLETED

Yes

If you have ticked 'Yes' please complete the below comment boxes providing details as follows:

Summary of any Adverse Impacts Identified:	Key Mitigating Actions Proposed and Agreed:

No

N/A

If you have ticked 'No' or 'N/A' please complete the comments box below providing details of why an EA is not required/is outstanding:

This report does not relate to the introduction of a new policy, strategy or procedure.

HEALTH AND SAFETY RISK ASSESSMENT COMPLETED

Yes

No

N/A

If you have ticked 'No' or 'N/A' please complete the comments box below providing details of why a Health and Safety Risk Assessment is not required/is outstanding:

The nature of the report does not necessitate a Health and Safety Risk Assessment.

SCHEME OF DELEGATION

4. Under the South Yorkshire Fire and Rescue Authority [Scheme of Delegation](#) a decision *is required / *has been approved at Service level.

Delegated Power

Yes

No

If yes, please complete the comments box indicating under which delegated power.

This report is not submitted under delegated powers. It relates to the procedural / governance arrangements of the Authority.

IMPLICATIONS

5. Consider whether this report has any of the following implications and if so, address them below:., Diversity, Financial, Asset Management, Environmental and Sustainability, Fleet, Communications, ICT, Health and Safety, Data Protection, Collaboration, Legal and Industrial Relations implications have been considered in compiling this report.

List of background documents

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