



## BEDFORDSHIRE FIRE AND RESCUE AUTHORITY

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Members of Audit and Standards Committee.

Bedford Borough Councillors: M Headley

Central Bedfordshire Councillors: F Chapman, J Chatterley and P Duckett

Luton Borough Councillors: R Saleem, D Franks and Y Waheed

A meeting of **Audit and Standards Committee** will be held at **Conference Room, Fire and Rescue Service Headquarters, Kempston, Bedford MK42 7NR** on **Wednesday, 6 December 2017** starting at **10.00 am**.

John Atkinson  
Secretary/Monitoring Officer

### A G E N D A

Item	Subject	Lead	Purpose of Discussion
1.	Apologies		
2.	Declarations of Disclosable Pecuniary and Other Interests		Members are requested to disclose the existence and nature of any disclosable pecuniary interest and any other interests as required by the Fire Authority's Code of Conduct (see note below).
3.	Communications		(Pages 1 - 20)
4.	Minutes		To confirm minutes of the meeting held on 28 September 2017 (Pages 21 - 30)
5.	Annual Audit Letter for year ended 31 March 2017	Ernst and Young	To consider a report (Pages 31 - 56)
6.	Internal Audit Progress Report	RSM	To consider a report (Pages 57 - 64)

<b>Item</b>	<b>Subject</b>	<b>Lead</b>	<b>Purpose of Discussion</b>
7.	Audit and Governance Action Plan Monitoring - Exception Report and Summary Analysis	ACO	To consider a report (Pages 65 - 70)
8.	Statement of Assurance	HOA	To consider a report (Pages 71 - 98)
9.	Review of Code of Conduct	Secretary/Monitoring Officer	To consider a report (Pages 99 - 110)
10.	Review of 'Monitored Policies'	ACO	To consider a report (Pages 111 - 116)
11.	Report on Registration of Interests and Gifts/Hospitality	Secretary/Monitoring Officer	To consider a report (Pages 117 - 118)
12.	Review of the Audit and Standards Committee Effectiveness	Chair	To consider a report (Pages 119 - 160)
13.	Corporate Risk Register	HOA	To consider a report (Pages 161 - 164)
14.	Review of Work Programme 2017/18	ACO	To consider a report (Pages 165 - 170)
	Next Meeting		10.00 am on 28 March 2018 at Conference Room, Fire and Rescue Service Headquarters, Kempston, Bedford MK42 7NR

### **DECLARATIONS OF INTEREST**

From 1 July 2012 new regulations were introduced on Disclosable Pecuniary Interests (DPIs). The interests are set out in the Schedule to the Code of Conduct adopted by the Fire Authority on 28 June 2012. Members are statutorily required to notify the Monitoring Officer (MO) of any such interest which they, or a spouse or civil partner or a person they live with as such, have where they know of the interest.

A Member must make a verbal declaration of the existence and nature of any Disclosable Pecuniary Interest and any other interest as defined in paragraph 7 of the Fire Authority's Code of Conduct at any meeting of the Fire Authority, a Committee (or Sub-Committee) at which the Member is present and, in the case of a DPI, withdraw from participating in the meeting where an item of business which affects or relates to the subject matter of that interest is under consideration, at or before the consideration of the item of business or as soon as the interest becomes apparent.