

For Publication

Bedfordshire Fire and Rescue Authority  
Corporate Services Policy and Challenge Group  
26 November 2015  
Item No. 13

---

**REPORT AUTHOR:** CHIEF FIRE OFFICER

**SUBJECT:** REVIEW OF CORPORATE SERVICES POLICY AND CHALLENGE GROUP EFFECTIVENESS  
2015/16

---

For further information on this Report contact: Karen Daniels  
Assurance Services Manager  
Tel: 01234 845013

---

Background Papers: None

---

Implications (tick ✓):

LEGAL			FINANCIAL	
HUMAN RESOURCES			EQUALITY IMPACT	
ENVIRONMENTAL			POLICY	
CORPORATE RISK	Known	✓	OTHER (please specify)	
	New		CORE BRIEF	

*Any implications affecting this report are noted at the end of the report.*

---

**PURPOSE:**

To review the Group's effectiveness in 2015/16.

## RECOMMENDATIONS:

That:

1. Members consider the effectiveness of the Group; and
  2. The recorded Minutes of the meeting be fed into the facilitated meeting to be held on 27 January 2016 to review the Fire Authority's effectiveness in 2015/16.
- 

### 1. Introduction

- 1.1 The Fire Authority publishes an Annual Review of its Effectiveness and Record of Member Attendance. This Review and a resultant Action Plan are included in the Fire Authority's Annual Governance Statement, which forms part of the Statement of Accounts.

### 2. 2015/16 Review of Effectiveness

- 2.1 On 24 September 2015, the Audit and Standards Committee considered proposals for a review of the Fire Authority's effectiveness in 2015/16 and agreed a Form of Review Questionnaire to be completed by Members for discussion at a facilitated meeting on 27 January 2016.
- 2.2 Members also agreed a recommendation from an internal audit conducted by RSM Tenon that the Policy and Challenge Groups and the Audit and Standards Committee review their own effectiveness to feed into the annual review of the Fire Authority. It was agreed that Members should be sent the questionnaire via email for completion prior to the meetings of the Policy and Challenge Groups and the Audit and Standards Committee to facilitate the compilation of responses at each meeting.
- 2.3 Members may therefore wish to consider the effectiveness of the Group by reviewing the responses to the questionnaire and agree that the recorded Minutes of the meeting be fed into the facilitated annual review meeting of the Fire Authority to be held on 27 January 2016.
- 2.4 In this regard, it should perhaps be noted that Members have agreed a cycle of work for the Group and, at each meeting, consider if there are any reviews or reports they wish to commission.

**PAUL M FULLER**  
**CHIEF FIRE OFFICER**