**SOUTH WALES FIRE & RESCUE SERVICE**

**MINUTES OF THE FINANCE, AUDIT & PERFORMANCE**

**MANAGEMENT COMMITTEE MEETING**

**HELD ON MONDAY, 9 SEPTEMBER 2019 AT**

**SOUTH WALES FIRE & RESCUE SERVICE HEADQUARTERS**

**08. PRESENT**

**Councillor Left**

S Evans (Chair) Torfaen

P Drake Vale of Glamorgan

V Smith Monmouthshire

M Colbran Merthyr Tydfil

**APOLOGIES**

D White Bridgend

**ABSENT**

J Holt Blaenau Gwent

A Hussey Caerphilly

S Ebrahim Cardiff

J Harries Rhondda Cynon Taff

K Critchley Newport

**OFFICERS PRESENT:** Mrs S Chapman – Deputy Chief & Monitoring Officer**,** Mr C Barton – Treasurer**,** Mrs S Watkins – Head of Business Support & Deputy Monitoring Officer;Mrs L Mullan, Senior Accountant, Mr C Temby – Head of Fleet & Engineering, Mr S Goulay – TIAA Internal Auditor, Mr N Selwyn – WAO, Mr M Brushett - WAO

**09. DECLARATIONS OF INTEREST**

All Members declared a personal non-prejudicial interest in each agenda item that affected their Authority.

**10. CHAIR’S ANNOUNCEMENTS**

There were no announcements from the Chair.

**11. MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on 10 June 2019 were received and accepted as a true record of proceedings.

**12. BUSINESS PLAN ACTIONS REPORT HEALTH CHECK 2019/20 QUARTER 1**

The Deputy Chief Officer presented the Business Plan Actions Health Check 2019/20 Quarter 1 report which gave assurance to Members on progress towards achievement of the Strategic Objectives and performance of the Strategic Performance Indicators for Quarter 1 (April-June) 2019/20. A detailed question and answer session followed on the actions being delivered to achieve the strategic objectives and performance on the strategic indicators.

**RESOLVED THAT**

The content of the report was noted.

**13. REVENUE MONITORING REPORT 2019/20**

The Senior Accountant presented the revenue monitoring report 2019/20 and provided details of the annual revenue budget and associated information for the year ending 31 March 2020.

**RESOLVED THAT**

Members noted and agreed the report content and approved the virement as detailed within the report.

**14. CAPITAL MONITORING REPORT 2019/20**

The Senior Accountant provided Members with a detailed update on the capital budget, transactions to date and the forecasted year end position. She also explained the links back to the revenue budget figures and highlighted the income streams from external partners.

**RESOLVED THAT**

Members noted the progress of the capital schemes, approved alterations identified in Appendix 1 and noted the associated funding streams.

**15. 2018/19 ANNUAL TREASURY MANAGEMENT REVIEW**

The Senior Accountant provided Members with the opportunity to consider the results of treasury management activities for the year ending 31 March 2019 undertaken in accordance with the Authority’s approved Treasury Management Strategy.

**RESOLVED THAT**

Members agreed to recommend to the Fire & Rescue Authority that they note the annual treasury management review for 2018/19 and approve the actual 2018/19 prudential and treasury indicators set therein.

**16. MEDIUM TERM FINANCIAL STRATEGY (MTFS), RESERVE STRATERGY AND BUDGET UPDATE**

The Treasurer provided Members with an update on the Medium Term Financial Strategy (MTFS) and Reserve Strategy of the Authority together with an update on the Revenue Budget for 2020/21. He also provided Members with an analysis of potential implications for our funders and the external factors that will impact upon the service’s budget requirements.

**RESOLVED THAT**

Members agreed the report content as the basis of its financial planning framework, for consideration by the Fire Authority.

**17. INTERNAL AUDIT REPORT**

The Internal Auditor updated Members upon progress being made against the Internal Audit Plan 2019/20. A question and answer session followed.

**RESOLVED THAT**

Members agreed to note the internal audit recommendations and work completed to date on the Internal Audit Annual Plan.

**18. WALES AUDIT OFFICE REPORT**

The Wales Audit Officer provided a detailed update on improvement work undertaken through the course of the year and in particular gave a detailed presentation on the Wellbeing of Future Generations review. A question and answer session followed.

**RESOLVED THAT**

Members noted the content of the report.

**19. FORWARD WORK PROGRAMME 2019-20**

The Deputy Chief Officer presented the draft Forward Work Programme for 2019/20.

**RESOLVED THAT**

Members agreed the Forward Work Programme for 2019/20.

**20. TO CONSIDER ANY ITEMS OF BUSINESS THAT THE CHAIRMAN DEEMS URGENT (PART 1 OR 2)**

There were no items of urgent business for Members to consider.