

## **SOUTH WALES FIRE & RESCUE AUTHORITY**

### **MINUTES OF THE FINANCE, AUDIT & PERFORMANCE MANAGEMENT COMMITTEE MEETING HELD ON MONDAY, 14 SEPTEMBER 2015 AT SOUTH WALES FIRE & RESCUE SERVICE HEADQUARTERS**

#### **15. PRESENT:**

<b>Councillor</b>	<b>Left</b>
P Hannon (Chair)	Newport
P Drake	Vale of Glamorgan
C Hawker	Caerphilly
M Javed	Cardiff
A Jones – arrived at 1040	Torfaen
S J Jones	Rhondda Cynon Taf
M Powell	Monmouthshire

#### **APOLOGIES:**

E Galsworthy	Merthyr Tydfil
J Morgan	Blaenau Gwent
C Smith	Bridgend

**OFFICERS PRESENT:-** DCO S Chapman – Monitoring Officer; Mr C Barton – Treasurer; Mr G Thomas – Head of Finance & Procurement; AM I Greenman – Head of Training & Development; Mrs L Mullan – Senior Accountant; Mr S Barry – Wales Audit Office; Ms V Davies – TIAA Audit; Ms E Simes – KPMG.

#### **16. DECLARATIONS OF INTEREST**

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

#### **17. CHAIR'S ANNOUNCEMENTS**

There were no announcements to be made.

#### **18. MINUTES OF PREVIOUS MEETING**

The following minutes were received and accepted as a true record of proceedings:

- Finance, Asset & Performance Management Working Group held on 13 April 2015.
- FAPM Committee held on 29 June 2015.
- FAPM Committee Informal Meeting held on 13 July 2015.

## **19. REVENUE MONITORING REPORT 2015/16**

The Head of Finance & Procurement provided Members with detail of the annual revenue budget and associated information for the year ending 31 March 2016.

### **RESOLVED THAT**

- 19.1 Following a question and answer session, Members agreed to note the content of the report.
- 19.2 Members approved the virements outlined in 2.3 of the report.

## **20. CAPITAL MONITORING REPORT 2015/16**

The Head of Finance & Procurement provided Members with detail of the total capital budget for the year, expenditure to date and a forecast outturn position.

### **RESOLVED THAT**

- 20.1 Members agreed to note the progress of the capital schemes.
- 20.2 Members approved the alterations identified in Appendix 1 to the report.
- 20.3 Members agreed to note the associated funding streams.

## **21. 2014/15 ANNUAL TREASURY MANAGEMENT REVIEW**

The Treasurer presented to Members the results of the treasury management activities for the year ending 31 March 2015, in accordance with the Authority's approved Treasury Management Strategy.

### **RESOLVED THAT**

- 21.1 Members agreed that the Fire & Rescue Authority note the Annual Treasury Management Review for 2014/15.

21.2 Members agreed to recommend to the Fire & Rescue Authority that they approve the actual 2014/15 prudential and treasury indicators set within the report.

## **22. SCRUTINY OF STRATEGIC OBJECTIVES 2, 3 AND 5**

The Deputy Chief Officer delivered a presentation to Members on the following Strategic Objectives:

- Strategic Objective 2 – Engage and Consult with our Staff, Communities and Stakeholders to Jointly Shape our Future Services.
- Strategic Objective 3 – Align our Resources to ensure they are Fit for Purpose and Sustainable for the Future.
- Strategic Objective 5 – Explore Partnership and Collaborative Opportunities to Improve Outcomes.

### **RESOLVED THAT**

Following a question and answer session, Members agreed to note the presentations on Strategic Objectives, 1, 2 and 5.

## **23. WALES AUDIT OFFICE ANNUAL IMPROVEMENT REPORT 2014/15**

The Wales Audit Officer advised Members that the report concluded the Wales Audit Office's review of the Authority's delivery and evaluation services in relation to 2014/15, and the Authority's arrangements to secure continuous improvement for 2015/16.

The Deputy Chief Officer wished to record that the excellent report is a great reflection of the work and effort of all staff during very challenging times in delivering improving services with fewer resources. The Chair concurred adding that to deliver these improvements during a period of change under the Fire Cover Review is a credit to all those concerned.

### **RESOLVED THAT**

Members agreed to accept the Wales Audit Office Annual Improvement Report 2014/15 for the Authority.

## **24. INTERNAL AUDIT REPORT**

The Internal Auditor updated Members upon the progress being made against the Internal Audit Plan 2015/16.

### **RESOLVED THAT**

- 24.1 Members agreed to note the work and findings of the Internal Audits.
- 24.2 Members thanked the Internal Audit Team for their hard work on behalf of the Authority.

## **25. STATEMENT OF ACCOUNTS 2014/15**

The Treasurer advised Members of the South Wales Fire & Rescue Authority's requirement to adopt its Statement of Accounts for 2014/15 by 30 September 2015, by which date the External Auditor is also required to provide his/her opinion on the financial statements. The report and appendix submitted discharges these obligations.

The Treasurer requested that upon scrutiny of the Statement of Accounts for 2014/15 Members report observations or comments directly to him or the Head of Finance & Procurement in advance of the Fire & Rescue Authority meeting.

The Head of Finance & Procurement wished to extend his thanks to the Senior Accountant and her team for completing this significant piece of work and incorporating the recommended changes to the Statement of Accounts in a timely manner to enable the Committee's consideration today. The Chair endorsed the comments.

### **RESOLVED THAT**

- 25.1 Members agreed to note the report.
- 25.2 Members agreed to scrutinise the Statement of Accounts 2014/15 and subsequently recommend its formal adoption by the Fire & Rescue Authority on 21 September 2015.

## **26. AUDIT OF FINANCIAL STATEMENTS – REPORT TO THOSE CHARGED WITH GOVERNANCE (AUDIT OF FINANCIAL STATEMENT REPORT)**

The Appointed Auditor provided Members with an opinion on the truth and fairness of the financial statements for the year ended 31 March 2015.

### **RESOLVED THAT**

26.1 Following consideration, Members agreed to note the letters of representation included in the Audit of Financial Statement Report.

26.2 Members agreed to delegate authority to the Treasurer for these to be reviewed and finalised on behalf of the Authority.

## **27. REVENUE BUDGET 2016/17 UPDATE**

The Treasurer provided Members with an update on the progress of the preparation for the revenue budget 2016/17 and the communications between the Authority and constituent councils in this respect.

### **RESOLVED THAT**

Following debate and a question and answer time, Members agreed to note the progress to date and the correspondence with constituent councils.

## **28. FORWARD WORK PROGRAMME**

The Deputy Chief Officer presented the Committee's Forward Work Programme.

### **RESOLVED THAT**

Members accepted the Forward Work Programme.