

SOUTH WALES FIRE & RESCUE SERVICE

MINUTES OF THE FINANCE, AUDIT & PERFORMANCE MANAGEMENT COMMITTEE MEETING HELD ON MONDAY, 23 APRIL 2018 AT SOUTH WALES FIRE & RESCUE SERVICE HEADQUARTERS

43. PRESENT

Councillor

K Critchley (Chair)
A Roberts
G Thomas
L Brown
K Gibbs
A Hussey
S Evans
R Crowley

Left

Newport
Rhondda Cynon Taf
Blaenau Gwent
Monmouthshire
Merthyr Tydfil
Caerphilly
Torfaen
Vale of Glamorgan

APOLOGIES

None

ABSENT

D White
H Joyce

Bridgend
Cardiff

OFFICERS PRESENT: DCO S Chapman – Monitoring Officer; Mr C Barton – Treasurer; Mr G Thomas – Head of Finance & Procurement; Ms V Davies – TIAA; Ms A Butler – Wales Audit Office; Ms A Smith – Wales Audit Office.

44. DECLARATIONS OF INTEREST

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

45. CHAIR'S ANNOUNCEMENTS

There were no Chair's announcements.

46. MINUTES OF PREVIOUS MEETING

The minutes of the Finance, Audit & Performance Management Committee meeting held on 29 January 2018 were received and accepted as a true record subject to the deletion of the incorrect recording of Councillor L Brown's apologies.

47. REVENUE MONITORING REPORT 2017/18

The Head of Finance & Procurement presented the Revenue Monitoring Report 2017/18 which provided details of the updated revenue budget position and associated information for the year ending 31 March 2018.

RESOLVED THAT

Following a question and answer session, and clarification of the measures in place for the promotion of recruitment to the On Call Duty System, Members noted and approved the report content.

48. CAPITAL MONITORING REPORT 2017/18

The Head of Finance & Procurement presented the Capital Monitoring Report 2017/18 which provided detail of the capital budget position for the year ending 31 March 2018 and the budget impacts on the financial year 2018/19.

With regard to the ICT elements of the Capital Monitoring Report, Cllr Roberts felt that the minutes of the ICT Strategic Steering Group meetings would be relevant to Members of this Committee and requested copies be submitted to future meetings, where appropriate.

RESOLVED THAT

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

49. 2018 AUDIT PLAN – SOUTH WALES FIRE & RESCUE AUTHORITY

Wales Audit Officer, Ms Alison Butler, presented the Wales Audit Office Audit Plan which sets out the proposed scope and timetable of the audit for 2018. Members' comments were noted and Ms Butler agreed to report back the preference for the use of non-gender specific terminology in relation to the implementation of strategies to improve support in situations of domestic violence against women.

RESOLVED THAT

Members noted the content of the report.

50. INTERNAL AUDIT ANNUAL PLAN 2018/19

Ms V Davies, TIAA (internal auditor) presented the proposed Internal Audit Annual Plan 2018/19 for Members' approval.

RESOLVED THAT

Members approved the Internal Audit Plan for 2018/19 subject to the inclusion of any emerging themes deemed necessary.

51. INTERNAL AUDITORS' ANNUAL REPORT YEAR ENDING 31 MARCH 2018

Ms V Davies presented the Annual Report which provided a summary of the internal audit work that has been undertaken this year.

RESOLVED THAT

Members noted the work and overall opinion of the Internal Auditors for the financial year 2017/18.

52. INTERNAL AUDIT REPORT

Ms Davies updated Members upon the progress being made against the Internal Audit Plan 2017/18.

RESOLVED THAT

Members noted the internal recommendations and work completed to date on the Internal Audit Plan.

53. REPORT ON PROGRESS OF AUDIT, SCHEME AND CIRCULAR ACTION UPDATES AS AT 23 MARCH 2018

The Deputy Chief Officer presented the latest progress recorded against actions arising from Internal Audits, Wales Audit Office Thematic Reviews, Operational Assurance Peer Reviews, Corporate Schemes and Government Circulars, together with graphical summaries of all actions ongoing, overdue and completed since 2 July 2012.

RESOLVED THAT

Members noted the contents of the progress report and graphical summaries.

54. STRATEGIC PLAN 2017/18 REPORT CARD

The Deputy Chief Officer presented the Quarter 4 progress update on the Strategic Objectives contained within the Strategic Plan 2017/18.

RESOLVED THAT

Members noted the updated Strategic Plan 2018/19 Report Card.

55. CORPORATE RISK REGISTER 2017/18 – QUARTER 3 REVIEW

The Deputy Chief Officer presented the Quarter 3 Review of the Corporate Risk Register 2017/18 and requested Members to consider the operational risks contained therein plus the management of these risks.

In addition, Members received a presentation demonstrating the interactive Business Management Information System (BMIS) which is still in development but which is intended to provide management with a more holistic view and enable Members to access live information during meetings. A full demonstration will be received at the Finance, Asset & Performance Management Working Group on 21 May 2018.

RESOLVED THAT

55.1 Members noted the operational risks contained within the Corporate Risk Register 2017/18 and agreed their validity.

55.2 Members noted the initial BMIS demonstration.

56. FORWARD WORK PROGRAMME

The Deputy Chief Officer presented the completed Forward Work Programme for 2017/18.

RESOLVED THAT

Members noted the Forward Work Programme.