

SOUTH WALES FIRE & RESCUE AUTHORITY

MINUTES OF THE FINANCE, AUDIT & PERFORMANCE MANAGEMENT MEETING HELD ON MONDAY 10 SEPTEMBER 2018 AT SOUTH WALES FIRE & RESCUE SERVICE HEADQUARTERS

1. PRESENT:

Councillor

Left

K Critchley (Chair)	Newport
S Evans (Deputy Chair)	Torfaen
L Brown	Monmouthshire
R Crowley	Vale of Glamorgan
L Davies	Merthyr Tydfil
S Ebrahim	Cardiff
A Hussey	Caerphilly

APOLOGIES:

A Roberts	Rhondda Cynon Taff
G Thomas	Blaenau Gwent
D White	Bridgend

ABSENT:

OFFICERS PRESENT:- Ms S Watkins – Deputy Monitoring Officer, Mr C Barton – Treasurer, Mr G Thomas - Head of Finance & Procurement, Ms L Mullan – Senior Accountant, Mark Jones – Wales Audit Officer, Ms V Davies – TIAA Internal Auditor

The Chair reminded Members that the Assistant Chief Fire Officer Interview process would take place following the meeting, and a buffet lunch would be provided beforehand.

2. DECLARATIONS OF INTEREST

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

3. CHAIR'S ANNOUNCEMENTS

There were no Chair's Announcements to record.

4. MINUTES OF PREVIOUS MEETING

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

- Finance, Asset & Performance Management Working Group meeting held on 15 January, 2018
- Finance, Audit & Performance Management Committee meeting held on 23 April 2018

5. REVENUE OUTTURN 2017/2018

For the benefit of new Members the Head of Finance & Procurement provided a formal introduction, as well as a brief overview and explanation of the financial management reports.

Members were informed that subject to the external audit process, the presented report outlined the revenue outturn position for the financial year end 2017/2018, and the resultant impact on reserves.

RESOLVED THAT

Following a question and answer session, Members agreed to receive and note the outturn position and deployment of the net revenue surplus and usable reserves.

6. CAPITAL OUTTURN REPORT 2017/2018

The Head of Finance & Procurement presented a report to Members which provided the capital outturn position for the year ended 31 March, 2018, the financing arrangements, and the budget slippage required to complete capital schemes in 2018/2019.

RESOLVED THAT

- 6.1 Following a question and answer session on budget settings, Members agreed to note the progress of the capital schemes.
- 6.2 Members approved the alterations identified in Appendix 1 attached to the report, and noted the associated funding streams.

7. STATEMENT OF ACCOUNTS 2017/2018

The Head of Finance & Procurement, and Appointed Auditor, informed Members that the Appointed Auditor was required to give his opinion on the financial statements for the year ended 31 March, 2018. The presented report considered the statutory ISA260 report (draft), the final Statement of Accounts, and the letter of representation required by the Auditor which would be reported to the Fire & Rescue Authority.

RESOLVED THAT

- 7.1 Following a question and answer session on legality issues relating to the Statement of Accounts, and implications for the Fire & Rescue Authority, Members agreed to receive the draft ISA260 report of the Appointed Auditor, attached as Appendix 1.
- 7.2 Members agreed to note the audited Statement of Accounts, which were submitted electronically.
- 7.3 Members agreed to note the letter of representation prior to reporting to the Fire & Rescue Authority.

8. RESERVES STRATEGY UPDATE

The Treasurer presented a report which included an update of the Authority's Reserve Strategy.

RESOLVED THAT

Members agreed to reaffirm its previous strategy with regard to Reserves.

9. REVENUE MONITORING REPORT 2018/2019

The Head of Finance & Procurement informed Members that the Revenue Monitoring Report provided details of the annual revenue budget, and associated information, for the year ending 31 March, 2019.

RESOLVED THAT

Members agreed to note the report content and approved the virement.

10. CAPITAL MONITORING REPORT 2018/2019

The Head of Finance & Procurement informed Members that the Capital Monitoring report provided details of the capital budget, transactions to date, and the forecast position as at 6 August, 2018.

RESOLVED THAT

10.1 Members agreed to note the budget and progress of capital schemes.

10.2 Members agreed to approve alterations identified in Appendix 1 attached to the report, and noted the associated funding streams.

10.3 Following a request by Members, Officers agreed to provide further information on upgrading 4 x 4 vehicles to attend incidents such as grass fires.

11. 2017/2018 ANNUAL TREASURY MANAGEMENT REVIEW

The Head of Finance & Procurement presented a report for Members to consider the results of treasury management activities for the year ending 31 March, 2018, in accordance with the Authority's approved Treasury Management Strategy.

RESOLVED THAT

Members agreed to recommend that the Fire & Rescue Authority note the Annual Treasury Management Review for 2017/2018, and

approve the actual 2017/2018 prudential and treasury indicators set therein.

12. MEDIUM TERM FINANCIAL STRATEGY UPDATE; REVENUE & CAPITAL BUDGET SETTING REPORT

The Treasurer delivered an electronic presentation for Members to consider the Medium Term Financial Strategy Update; Revenue & Capital Budget Setting report.

RESOLVED THAT

Members agreed to note the update on the Medium Term Financial Strategy.

On behalf of Members, the Chair thanked the Treasurer for the informative and thoughtful presentation.

13. INTERNAL AUDIT REPORT

For the benefit of new Members the Internal Auditor provided a formal introduction.

The Internal Auditor presented a report which updated Members upon the progress being made against the Internal Audit Plan 2018/2019.

RESOLVED THAT

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

13.2 With reference to an error in the SICA report, Members agreed to note that the HR Management Rostering report had not been finalised.

14. REPORT ON HEALTH CHECK OF PERFORMANCE AND PROGRESS AGAINST THE STATUTORY PERFORMANCE INDICATORS FOR QUARTER 1 (1 APRIL TO 30 JUNE) 2018/2019

The Deputy Monitoring Officer presented a report to give Members of the Fire & Rescue Authority and Senior Management assurance on progress towards achievement of the Strategic Objectives and performance of the Strategic Performance Indicators for the first quarter of 2018/2019 (1 April to 30 June).

RESOLVED THAT

- 14.1 Members agreed to review the performance details and statistical data for the first quarter of 2018/2019 contained within the report.
- 14.2 Members noted that all Fire & Rescue Authority Members would receive information packs on the UKRO Challenge event taking place in September, in due course.
- 14.3 With reference to the Joint Emergency Protocol to deal with cross border issues on the Prince of Wales Bridge, Officers agreed to provide Members with detailed information, in due course.
- 14.4 Following a request by Members, in order to improve community engagement Officers agreed to provide more detailed reports on incidents which had occurred within their Unitary Authority areas.

15. FORWARD WORK PROGRAMME

The Deputy Monitoring Officer presented the Forward Work Programme for 2018/2019.

RESOLVED THAT

Members accepted the Forward Work Programme for 2018/2019.

**16. 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.