

SOUTH WALES FIRE & RESCUE SERVICE

MINUTES OF THE FINANCE, AUDIT & PERFORMANCE MANAGEMENT COMMITTEE MEETING HELD ON MONDAY, 3 DECEMBER 2018 AT SOUTH WALES FIRE & RESCUE SERVICE HEADQUARTERS

28. PRESENT

Councillor

S Evans (Chair)
A Roberts
L Brown
A Hussey
R Crowley
D White

Left

Torfaen
Rhondda Cynon Taf
Monmouthshire
Caerphilly
Vale of Glamorgan
Bridgend

APOLOGIES

J Collins
L Davies

Blaenau Gwent
Merthyr Tydfil

ABSENT

K Critchley
S Ebrahim

Newport
Cardiff

OFFICERS PRESENT: Mrs S Chapman – Monitoring Officer, Mr C Barton – Treasurer; Mr G Thomas – Head of Finance & Procurement; Mrs S Watkins - Deputy Monitoring Officer; Mr R Prendergast - ACFO, Technical Services, Miss V Davies – TIAA; Ms A Butler – Wales Audit Office

29. DECLARATIONS OF INTEREST

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

30. CHAIR'S ANNOUNCEMENTS

There were no announcements from the Chair.

31. MINUTES OF PREVIOUS MEETING

Ms A Butler, WAO advised Miss A Smith attended the last meeting, not herself. Subject to that change, the minutes of the meeting held on 12 November 2018 were received and accepted as a true record of proceedings:

32. TREASURY MANAGEMENT MID-TERM REPORT 2018/19

The Treasurer presented the Treasury Management Mid Term Report 2018/19, which updates Members on the Authority's treasury activities for the period 1 April to 30 September 2018. An explanation of the scoring system was given.

RESOLVED THAT

32.1 Members noted the report and the treasury activity for the period; and

32.2 Approved the report to be presented to Fire Authority

33. STRATEGIC RISK REGISTER 2018-19 – QUARTER 2 REVIEW

The Monitoring Officer gave the background to the report, which requests that Members consider the strategic risks held within the Risk Register and the management of these risks.

RESOLVED THAT:

Members agreed the validity of the strategic risks contained within the Risk Register held on the Business Management Information System (BMIS).

34. REVENUE BUDGET REPORT 2019/20

The Treasurer gave the background and outlined the proposals for the Fire Authority's revenue budget for the financial year 2019/20.

RESOLVED THAT

34.1 Members confirmed the revenue budget 2019/20 as the basis for consultation with its Constituent Authorities; and

34.2 resolved that the Treasurer provide a copy to Members of the correspondence being sent to their respective Authorities

35. REPORT ON PROGRESS OF AUDIT, SCHEME AND CIRCULAR ACTION UPDATES AS AT 30 SEPTEMBER 2018

The Monitoring Officer gave the progress recorded against actions arising from internal audits, Wales Audit Officer Thematic Reviews, Operational Assurance Peer Reviews, Corporate Schemes and Government Circulars.

RESOLVED THAT

Members noted the progress made.

36. AUDIT OF FINANCIAL STATEMENTS REPORT - RECOMMENDATIONS

The Treasurer presented the addendum to the statutory ISA260 report, final statement of accounts and the letter of representation required by the auditor which was approved by the Fire Authority on 24 September 2018, and subsequently commented up on by the Appointed Auditor. The addendum outlines the progress and actions made in relation to the recommendations for both 2016/17 and 2017/18 financial years.

RESOLVED THAT

Members noted the addendum report, approved the management responses and noted the progress made against the recommendations.

37. INTERNAL AUDIT REPORT

The Internal Auditor advised on the progress being made against the Internal Audit Plan 2018/19. A question and answer session took place in relation to the 'Appraisal Review of Fleet Management – Usage' report. After discussion, it was agreed that, in light of the Priority 2 areas, a further paper be considered by the Committee at its meeting on Monday 28 January 2019, particularly in relation to job cards, and actions taken in relation to the mischarged seal.

RESOLVED THAT

- 37.1 Members noted the internal audit recommendations and work completed to date on the internal Audit Annual Plan; and
- 37.2 resolved to receive a further report on 'Fleet Management – Usage' at its meeting on Monday 28 January 2019.

38. FORWARD WORK PROGRAMME

The Monitoring Officer presented the Forward Work Programme for 2018/19, and confirmed that the further report requested on Fleet Management – Usage will be added to the Programme

RESOLVED THAT

Members accepted the Forward Work Programme for 2018/19.

39. 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.

40 SESSION WITH WALES AUDIT OFFICER AND INTERNAL AUDITOR

Officers left the meeting and Members received an information session from the Wales Audit Officer and the Internal Audit Officer.