

SOUTH WALES FIRE & RESCUE AUTHORITY

MINUTES OF THE FINANCE, AUDIT & PERFORMANCE MANAGEMENT MEETING HELD ON MONDAY 17 OCTOBER 2011 AT SOUTH WALES FIRE & RESCUE SERVICE HEADQUARTERS

16. PRESENT:

Councillor	Left	
R J W Greenland (Chairman)		Monmouthshire
C James		Bridgend
B Jones		Torfaen
S J Jones	1225 hrs	Rhondda Cynon Taff
L W Kelloway		Cardiff
G Price		Merthyr Tydfil
V Smith		Monmouthshire
B Thomas (arrived 1135 hrs)		Blaenau Gwent
E T Williams		Vale of Glamorgan

APOLOGIES:

C Mann	Caerphilly
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ABSENT:

W Routley	Newport
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OFFICERS PRESENT:- CFO A Marles, DCFO H Jakeway, ACO P Haynes – Director of Peoples Services, ACO S Chapman – Director of Corporate Services, ACFO R Hammerton – Director of Technical Services, AM G Clement – Head of Major Projects & Property Maintenance, Mr G Thomas – Head of Finance, Mr C Powell – Head of Business Support, Ms H Cargill – RSM Tenon, Ms L Williams – Wales Audit Office

17. PRESENTATION – TREASURY MANAGEMENT

A representative from Sector Treasury Services delivered a presentation on Treasury Management to Fire Authority Members.

RESOLVED THAT

17.1 Following a question and answer session, Members agreed to note the content of the presentation.

17.2 The Head of Finance agreed to provide Members with a hard copy of the presentation.

18. DECLARATIONS OF INTEREST

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

19. CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's Announcements.

20. MINUTES OF PREVIOUS MEETING

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

- Asset Management Working Group meeting held on 1 July 2011
- Finance Working Group meeting held on 15 July 2011
- FAPM meeting held on 18 July 2011

21. REVENUE MONITOR 2011/12

The Head of Finance informed Members that the Revenue Monitor report provided details of the annual revenue budget, expenditure and income up to 31 August, and the forecast outturn position for the period ending 31 March 2012.

RESOLVED THAT

21.1 Members agreed to note and receive the budget monitoring report.

21.2 Members approved the requested virements detailed at paragraph 2.5 of the report.

22. CAPITAL MONITOR 2011/12

The Head of Finance informed Members that the Capital Monitor report provided details of the total capital budget for the year and the actual expenditure to the end of August. The forecast spend to the end of the year was given based on information contained within departmental plans for the remainder of the year.

RESOLVED THAT

22.1 Members approved the amendments to the Capital Programme outlined in 2.2.5 and 2.4.5 to the report.

22.2 Members noted the content of the report.

23. TREASURY MANAGEMENT OUTTURN 2010/11

The Head of Finance requested Members consideration of the results of the treasury management activity for 2010/11 in accordance with the Authority's approved Treasury Policy Statement.

RESOLVED THAT

Members agreed to approve the results of the treasury management activities, and the performance achieved in 2010/11.

(Councillor S Jones left the meeting at 1225 hrs)

24. REVIEW OF GREAT PLAINS STOCK MANAGEMENT SYSTEM

The Head of Finance updated Members on the work undertaken following the internal audit of key financial controls.

The Head of Finance wished to thank Ms Amanda Jenkins, Performance Management Officer, for leading the team in introducing a new Stock Management System.

RESOLVED THAT

24.1 Members agreed to note the work and findings of the review team.

24.2 Members requested a further update report at a later date.

25. INTERNAL AUDIT REPORT

The Head of Business Support and Internal Auditor updated Members upon progress being made against the Internal Audit Plan 2011/12.

RESOLVED THAT

Members noted the work and findings of the Internal Audit.

26. AUDIT ACTION UPDATES

The Head of Business Support requested Members consideration on an update on actions arising from internal audits, showing a presentation of progress since February 2010, a snapshot of the current situation by action category, and a summary of actions completed since 1 September 2010.

Members were also requested to consider a brief report showing ongoing actions categorised as high or fundamental.

RESOLVED THAT

Members agreed to note the content of the report.

27. RISK REDUCTION PLAN – RELOCATION/DETRIMENT ARRANGEMENTS FOR DAY DUTY CREWED STAFF

The Deputy Chief Fire Officer informed Members that Officers have presented the representative bodies with an offer of a one-off payment in lieu of the ongoing and annual detriment package that would be paid to the individuals concerned.

RESOLVED THAT

27.1 Members agreed to note the progress and action taken by Officers.

27.2 Members agreed to receive a further report on the response from the representative bodies at the next Finance & Audit Performance Management meeting.

28. THE MANAGEMENT OF HEALTH & SAFETY IN THE GB FIRE & RESCUE SERVICE

The ACFO Technical Services presented Members with a report covering the outcomes of a benchmarking exercise against the recommendations of the consolidated report of the Health and Safety Executive that was based on the inspections of 8 Fire & Rescue Services. The report identified that in the majority of areas, South Wales Fire & Rescue Service is performing satisfactorily but there are 4 key areas for improvement.

RESOLVED THAT

28.1 Members noted the content of the report.

28.2 Members requested that the report is presented before the HR & Equalities Committee.

29. FORWARD WORK PROGRAMME

The ACO Corporate Services presented the Forward Work Programme.

RESOLVED THAT

Members accepted the Forward Work Programme for the Finance, Audit & Performance Management Committee.

30. TO CONSIDER ANY ITEMS OF BUSINESS THAT THE CHAIRMAN DEEMS URGENT (PART 1)

There were no items of urgent business.