

SOUTH WALES FIRE & RESCUE AUTHORITY

MINUTES OF THE FINANCE, AUDIT & PERFORMANCE MANAGEMENT MEETING HELD ON MONDAY, 9 MARCH 2015 AT SOUTH WALES FIRE & RESCUE SERVICE HEADQUARTERS

40. PRESENT:

Councillor

Left

P Hannon (Chair)
P Drake
E Galsworthy
M Javed
A Jones
S J Jones
M Powell

Newport
Vale of Glamorgan
Merthyr Tydfil
Cardiff
Torfaen
Rhondda Cynon Taff
Monmouthshire

APOLOGIES:

J Jones
J Morgan
C Smith

Caerphilly
Blaenau Gwent
Bridgend

ABSENT:

OFFICERS PRESENT:- DCO S Chapman, ACFO A Thomas – Director of Operations, Mr C Barton – Treasurer, Mr G Thomas – Head of Finance & Procurement, A/AM I Greenman – Head of Training & Development, Ms V Davies – TIAA Auditor, Mr S Barry – Wales Audit Officer, Ms G Stevens – KPMG Auditor

41. DECLARATIONS OF INTEREST

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

42. CHAIR'S ANNOUNCEMENTS

There were no Chair's Announcements.

43. 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 20 October 2014
- Finance, Audit & Performance Management Committee held on 24 November 2014

Following discussion on Item 37 within the minutes dated 24 November, 2014, concerning the internal audit report covering Third Party Income, Members noted that it had been agreed in the Finance, Asset & Performance Working Group meeting held on 19 January 2015, that this matter would be investigated further by Officers. A further report would possibly be presented to a joint meeting of the Finance, Audit, & Performance Management Working Group and Committee.

44. REVENUE MONITORING REPORT 2014/2015

The Head of Finance & Procurement informed Members that the Revenue Monitoring report provided details of the annual revenue budget, expenditure and income to March, and the forecast outturn position for the financial year ending 31 March 2015.

RESOLVED THAT

Members agreed to note the Budget Monitoring report.

45. CAPITAL MONITORING REPORT 2014/2015

The Head of Finance & Procurement informed Members that the Capital Monitoring report provided details of the total capital budget for the year, expenditure to date and a forecast outturn position.

RESOLVED THAT

45.1 Members agreed to note the progress of the capital schemes.

45.2 Members approved the alterations identified in Appendix 1 attached to the report.

45.3 Members agreed to note the associated funding streams.

46. CORPORATE RISK REGISTER 2014/2015 – QUARTER 3 REVIEW

The Deputy Chief Officer requested Members consideration of the risks within the Corporate Risk Register and the management of those risks.

RESOLVED THAT

Following consideration of the significant and material risks contained within the Corporate Risk Register, Members agreed their validity.

47. ANNUAL AUDIT LETTER

The Deputy Chief Officer and Wales Audit Officer informed Members that the report discharged the Appointed Auditor's reporting responsibilities under the Code of Audit Practice for Financial Reporting.

RESOLVED THAT

Members agreed to note the positive report about the Authority's financial arrangements, and the satisfactory discharge of accounting requirements.

48. WALES AUDIT OFFICE – FINANCIAL PLANNING ASSESSMENT

The Deputy Chief Officer and Wales Audit Officer informed Members of the outcome of work undertaken by the Wales Audit Office throughout the year.

RESOLVED THAT

Members agreed to note the content of the report.

49. WALES AUDIT OFFICE – DATA QUALITY REVIEW

The Deputy Chief Officer presented a report bringing to Members attention the outcome of a data quality review undertaken by the Wales Audit Office.

RESOLVED THAT

Members agreed to note the content of the report.

50. TREASURY MANAGEMENT STRATEGY 2015/2016

The Treasurer provided Members with the Treasury Management Strategy, policies and indicators for approval as required by statute.

RESOLVED THAT

50.1 Members agreed to recommend to the full Fire & Rescue Authority, the approval of the proposed Treasury Management Strategy, Minimum Revenue Provision (MRP) Policy, Annual Investment Strategy, Capital and Prudential Indicators for 2015/2016, as required by section 3 of the Local Government Act 2003.

50.2 Members also agreed that the Fire & Rescue Authority give approval to the Treasurer to update the Strategy in line with the economic forecasts as necessary throughout the year.

51. INTERNAL AUDIT REPORT

The Head of Finance & Procurement and Internal Auditors updated Members upon progress being made against the Internal Audit Plan 2014/2015.

RESOLVED THAT

Members agreed to note the work and findings of the Internal Audit.

52. INTERNAL AUDITORS ANNUAL REPORT YEAR ENDING 31 MARCH 2015

The Head of Finance & Procurement and Internal Auditors presented a report summarising the Internal Audit work undertaken throughout the year.

RESOLVED THAT

Members agreed to note the work and findings of the Internal Auditors for 2014/2015.

53. INTERNAL AUDITORS ANNUAL PLAN 2015/2016

The Head of Finance & Procurement and Internal Auditors presented a report detailing the proposed Internal Audit Annual Plan 2015/2016 for Members approval.

RESOLVED THAT

Members approved the Internal Audit Annual Plan for 2015/2016.

54. PERFORMANCE MONITORING REPORT – QUARTER 3 (Q3) OCTOBER 2014 TO DECEMBER 2014

The ACFO Service Delivery presented a report for Members to review the performance information and recorded incident statistics from October 2014 to December 2014.

RESOLVED THAT

54.1 Members agreed to review the performance details and statistical data for Quarter 3 (2014/2015) contained within the report.

54.2 Members approved its publication on to the South Wales Fire & Rescue Service website.

55. DRAFT ANNUAL REPORT OF THE WORK OF THE FINANCE, AUDIT & PERFORMANCE MANAGEMENT COMMITTEE & THE DISCHARGE OF THE TERMS OF REFERENCE OF THE FINANCE, ASSET & PERFORMANCE MANAGEMENT WORKING GROUP

The Deputy Chief Officer informed Members that the report proposed a draft annual report on the work of the Finance, Audit & Performance Management Committee, and its Working Group, to be presented to the Fire & Rescue Authority at its meeting on 16 March 2015.

RESOLVED THAT

Following consideration of the draft report and any additions, deletions or alterations they wished to make, Members agreed that the report should be submitted to the Fire & Rescue Authority in March 2015. It was agreed that the Wales Audit Office conclusions in respect of financial governance be highlighted to the Fire & Rescue Authority.

56. FORWARD WORK PROGRAMME

The Deputy Chief Officer presented the Forward Work Programme.

RESOLVED THAT

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