

## **SOUTH WALES FIRE & RESCUE AUTHORITY**

### **MINUTES OF THE FINANCE, AUDIT & PERFORMANCE MANAGEMENT COMMITTEE MEETING HELD ON MONDAY, 23 NOVEMBER 2015 AT SOUTH WALES FIRE & RESCUE SERVICE HEADQUARTERS**

#### **29. PRESENT:**

<b>Councillor</b>	<b>Left</b>	
P Hannon (Chair)		Newport
P Drake		Vale of Glamorgan
E Galsworthy	1130 hrs	Merthyr Tydfil
C Hawker		Caerphilly
S J Jones	1130 hrs	Rhondda Cynon Taf
J Morgan		Blaenau Gwent
M Powell		Monmouthshire

#### **APOLOGIES:**

M Javed	Cardiff
A Jones	Torfaen
C Smith	Bridgend

**OFFICERS PRESENT:** DCO S Chapman – Monitoring Officer; Mr C Barton – Treasurer; Mr C Powell – Deputy Monitoring Officer; Mr G Thomas – Head of Finance & Procurement; AM I Greenman – Head of Training & Development; Mrs A Jenkins – Engagement, Transformation & Performance Manager; Ms V Davies – TIAA Audit.

#### **30. DECLARATIONS OF INTEREST**

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

#### **31. CHAIR'S ANNOUNCEMENTS**

The Chair advised that the meeting would be adjourned at 1130 hrs to allow Members the opportunity to partake in the creation of a human white ribbon to show the Authority's support of The White Ribbon Campaign. This follows the Service's recent award of the White Ribbon accreditation making it the first Fire & Rescue Service in the UK to achieve the status, and highlights its commitment to reducing and preventing domestic abuse across the South Wales area.

### **32. 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 27 July 2015.
- FAPM Committee held on 14 September 2015.

### **33. REVENUE MONITORING REPORT 2015/16**

The Treasurer presented the Revenue Monitoring Report which provided Members with detail of the annual revenue budget and associated information for the year ending 31 March 2016.

The Chair acknowledged that as a result of current national security issues, security measures at HQ were to be increased. The Deputy Monitoring Officer confirmed that arrangements to increase security at HQ were underway, and quotes for the replacement of perimeter fencing and CCTV equipment had been received to the cost of £110,000. The main gate area will also need to be redesigned but this has not yet been costed.

#### **RESOLVED THAT**

- 33.1 Following a question and answer session, Members agreed to note and accept the content of the report.
- 33.2 Members noted the cost of £110,000 quoted to enable the security measures in place at HQ to be improved.

### **34. CAPITAL MONITORING REPORT 2015/16**

The Head of Finance & Procurement presented the capital monitoring report which provided Members with detail of the annual capital budget, expenditure to date and forecast outturn position.

#### **RESOLVED THAT**

Members agreed the progress of the capital schemes, approved the amendments identified in Appendix 1 and agreed the associated funding streams.

### **35. REVENUE BUDGET ESTIMATE 2016/17**

The Treasurer advised Members of the progress made towards the revenue budget approval for 2016/17, and set out the proposed budget for consultation with the ten constituent authorities.

The Chair wished to thank the Treasurer and his team for the production of such a phenomenal piece of work in a timely fashion.

Prior to the meeting adjourning, Cllr E Galsworthy and Cllr S Jones expressed their support for the budget proposals.

The meeting adjourned at 1130 hrs and reconvened at 1145 hrs, with the exception of the attendance of Cllr E Galsworthy and Cllr S Jones.

#### **RESOLVED THAT**

For the purposes of consultation, Members agreed to recommend to the Fire & Rescue Authority an estimate of net expenses of £69,431,075 for the financial year 2016/17.

### **36. TREASURY MANAGEMENT MID-TERM REVIEW REPORT 2015/16**

The Treasurer presented the Treasury Management Mid-term Review report which provided Members with an update on the Authority's treasury activities for the period 1 April-30 September 2015.

#### **RESOLVED THAT**

Members agreed to accept the results and performance of treasury management activities for the period 1 April-30 September 2015, and recommend approval to the Fire & Rescue Authority.

### **37. INTERNAL AUDIT REPORT**

The Appointed Auditor provided Members with an update upon progress being made against the Internal Audit Plan 2015/16.

#### **RESOLVED THAT**

Members agreed to accept the work and findings of the internal audits.

### **38. CORPORATE RISK REGISTER 2015/16 – QUARTER 2 REVIEW**

The Engagement, Transformation & Performance Manager requested Members' consideration of the risks contained within the Corporate Risk Register and the management of those risks.

#### **RESOLVED THAT**

- 38.1 Members noted the significant and material risks contained within the Corporate Risk Register and agreed their validity.
- 38.2 Officers agreed to include more detail in future risk descriptions in relation to the timing of risks relating to grant funding.

### **39. REPORT ON PROGRESS OF AUDIT, SCHEME AND CIRCULAR ACTION UPDATES AS AT 23 NOVEMBER 2015**

The Engagement, Transformation & Performance Manager presented Members with the latest progress recorded against actions arising from internal audits, Wales Audit Office thematic reviews, Operational Assurance peer reviews, corporate schemes and Government circulars.

Cllr Sylvia Jones wished to record the remarkable work of officers in regularly challenging the progress of actions set against them.

#### **RESOLVED THAT**

Members agreed to note the contents of the progress report and graphical summaries.

### **40. FORWARD WORK PROGRAMME**

The Deputy Chief Officer presented the Committee's Forward Work Programme.

#### **RESOLVED THAT**

Members noted the Forward Work Programme.