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WILTSHIRE & SWINDON FIRE AUTHORITY

MINUTES of a MEETING of the FINANCE REVIEW & AUDIT COMMITTEE
held at WILTSHIRE FRS HEADQUARTERS, MANOR HOUSE,
POTTERNE, SN10 5PP
on TUESDAY 18 MARCH 2014

Attendance: Cllrs C Devine, G Perkins, R Jones MBE, and R Wright.
Phil Chow (Brigade Manager - Governance & Assurance).
Nick Hobbs, Swindon Borough Council, Internal Auditor.
Lindsay Gowland (Clerk).

01/14	APPROVAL OF PREVIOUS MINUTES The Minutes of the Meeting of 17 December 2013 were approved and signed. There were no matters arising.
02/14	WELCOME & APOLOGIES There were no apologies.
03/14	MEMBERS' INTERESTS The Chairman reminded members of the need to declare any personal interests which the Authority's Code of Conduct required to be disclosed, or dispensations granted by the Clerk to the Authority or the Ethics Committee. There were no declarations or dispensations.
04/14	WORK PROGRAMME 2014/15 The Committee received a paper by the Brigade Manager (Governance & Assurance) and noted its contents.
05/14	TREASURY MANAGEMENT POLICY STATEMENT & PRACTICES 2014/15 The Brigade Manager presented the Treasury Management Policy Statement and Practices 2014/15. <u>Resolved:</u> <i>To approve the Treasury Management Policy Statement and Practices including the Prudential Indicators.</i>
06/14	REVENUE & CAPITAL MONITORING as at 31 January 2014 The Brigade Manager presented a statement of the Revenue Capital and Monitoring. The Committee was reassured that the organisation was claiming all monies that it could from Central Government. <u>Resolved:</u> <i>To note the projected revenue underspending of -£0.232m and the projected capital underspending of -£0.443m.</i>

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07/14	<p>INTERNAL AUDIT STRATEGY & ANNUAL AUDIT PLAN 2014/15</p> <p>The Internal Auditor stated that since April 2013 the auditors worked to the Public Sector Internal Audit Standards (PSIAS). The Internal Auditor presented the Internal Audit Strategy and Annual Audit Plan 2014/15 to the Committee.</p> <p><u>Resolved:</u></p> <p>a) <i>To approve the updated strategy for provision of internal audit and</i></p> <p>b) <i>To approve the Internal Audit annual plan for 2014/15</i></p>
08/14	<p>INTERNAL AUDIT PROGRESS REPORT</p> <p>The Internal Auditor presented the Internal Audit Progress report which was noted by the Committee.</p>
09/14	<p>EXTERNAL AUDIT PROGRESS REPORT 2013/14</p> <p>The Committee received and noted the External Auditor progress report in respect of the Financial Year 2013/14</p>
10/14	<p>ANY OTHER BUSINESS</p> <p>The Brigade Manager assured the Members that the assets and liabilities of both Dorset and Wiltshire FRSs would be scrutinised as part of the due diligence for the Combination Business Case. The Brigade Manager agreed to report to a future meeting of the Committee, subject to the draft accounts being available, any potential issues arising on combination, regarding assets and liabilities.</p>
11/14	<p>DATE OF NEXT MEETING</p> <p>The next meeting was confirmed as 30 June 2014 and it was agreed that in future meetings would commence at 2pm.</p>

Duration of Meeting: 2.30pm – 3.20pm

S L GOWLAND
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March 2014

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