

TAYSIDE FIRE AND RESCUE BOARD

Minute of Meeting of the Performance Monitoring Sub-Committee of Tayside Fire and Rescue Board held in the Tayside Fire and Rescue Headquarters, Dundee on Monday 30 November 2009 at 10.00am.

Present: Angus Council
Councillors J Whyte and D Fairweather.

Dundee City Council
Councillors C Roberts, A Dawson (substituting for Councillor E Fordyce) and R McCready.

Perth & Kinross Council
Councillors K Lyall and A Stewart.

Also in attendance: A Hay, D Boyle and J Iannetta (all Tayside Fire and Rescue); G Taylor, Clerk; L Brown, Committee Officer; J Clark, Internal Auditor (all Perth and Kinross Council); A Borrows (Henderson Loggie).

Apologies: Councillor R Myles (Angus Council); Councillor E Fordyce (Dundee City Council); and Councillor D Scott (Perth and Kinross Council).

Councillor K Lyall, Presiding

1. DECLARATIONS OF INTEREST

There were no Declarations of Interest made in terms of the Councillors' Code of Conduct.

2. MINUTE OF PREVIOUS MEETING

The minute of meeting of the Performance Monitoring Sub-Committee of 29 June 2009 was submitted, approved as a correct record and authorised for signature.

3. REPORT TO THOSE CHARGED WITH GOVERNANCE ON THE AUDIT OF TAYSIDE FIRE AND RESCUE BOARD 2008/2009

There was submitted a joint report by the Chief Fire Officer and Treasurer (FB/09/36) on the audit of Tayside Fire and Rescue Board for 2008/2009 conducted by Henderson Loggie, External Auditors, and appending Henderson Loggie's report to those charged with governance on the audit of Tayside Fire and Rescue Board 2008/2009.

A Borrows, Henderson Loggie, was present to answer questions from member on the findings of the Audit and on progress being made.

Resolved:

The terms of Report FB/09/36 be noted.

4. INTERNAL AUDIT YEAR-END REPORT FOR 2008/2009

There was submitted and noted a report by the Acting Chief Internal Auditor, Perth and Kinross Council (FB/09/37) presenting the year end report and audit opinion of Tayside Fire and Rescue Board 2008/2009.

5. INTERNAL AUDIT REPORTS

There was submitted a report by the Acting Chief Internal Auditor, Perth and Kinross Council (FB/09/38) on the internal audit of Tayside Fire and Rescue's information security management system which formed part of an agreed programme of audits for Tayside Fire and Rescue Board for 2008/2009.

The Acting Chief Internal Auditor, Perth and Kinross Council was present to answer questions from members on the findings of the audit and progress being made.

Resolved:

The contents of Report FB/09/38 be noted and the action points contained in the internal audit report appended thereto, be approved.

6. INTERNAL AUDIT UPDATE AND FOLLOW-UP

There was a submitted and noted a report by the Chief Internal Auditor, Perth and Kinross Council (FB/09/39) detailing: (1) progress on internal audit work against the audit plan for 2009/2010; and (2) the current position with regard to outstanding actions agreed arising from the previous internal audit work.