

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.