

## TAYSIDE FIRE AND RESCUE BOARD

Minute of Meeting of the Performance Monitoring Sub-Committee of Tayside Fire and Rescue Board held in the Council Chambers, Fourth Floor, Council Building, 2 High Street, Perth on Monday 28 June 2010 at 11.00am.

Present: Angus Council  
Councillors J Whyte, D Fairweather and R Myles.

Dundee City Council  
Councillors C Roberts, D Bowes and R McCready.

Perth and Kinross Council  
Councillors K Lyall, D Scott and A Stewart.

Also in attendance: S Hunter and D Boyle (both Tayside Fire and Rescue); G Taylor, Clerk; J Symon, Treasurer; C Irons, Committee Officer and J Clark, Chief Internal Auditor (all Perth and Kinross Council); C Wyllie (Henderson Loggie).

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 18 January 2010 was submitted, approved as a correct record and authorised for signature.

### **3. EXTERNAL AUDIT REPORT**

There was submitted and noted a joint report by the Chief Fire Officer and Treasurer (FB/10/20) together with the External Audit report by Henderson Loggie, Chartered Accountants. The External Audit report brought to members' attention the Risk Assessment, Annual Audit Plan and Fee Proposal for 2009/10.

### **4. INTERNAL AUDIT REPORT – TRAINING**

There was submitted and noted a report by the Chief Internal Auditor (FB/10/21) together with the Internal Audit report on training.

### **5. INTERNAL AUDIT UPDATE AND FOLLOW-UP**

There was a submitted a report by the Chief Internal Auditor, Perth and Kinross Council (FB/10/22) 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 previous internal audit work.

**Resolved:**

- (i) The timetable for delivery of the 2009/10 audit plan, attached as Appendix A to Report FB/10/22, be noted.
- (ii) The decision to complete the 2009/10 Internal Audit Plan be approved.
- (iii) An Internal Audit Plan for 2010/11 be agreed with management for submission to the Sub-Committee in November 2010.
- (iv) The clear and achievable action plans for completing the agreed actions arising from previous audit work be noted.