



## Minutes

### Members Present

Mr D Prodger MBE, (Chair), Mrs L Duffy, (Vice-Chair),  
Mrs G Hopkins, Mrs F Oborski, Mr C T Smith, Mr T Spencer and Mr J Thomas.

No.	Item
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1.	<b>Apologies for Absence</b>
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Mrs L Eyre, Mr D Greenow and Mr P Watts.

2.	<b>Named Substitutes</b>
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None.

3.	<b>Declaration of Interests (if any)</b>
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The Chairman invited any Member to declare an interest in any of the items on this Agenda and there were no such declarations.

4.	<b>Confirmation of Minutes</b>
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**RESOLVED that the minutes of the meeting held on 7 October 2010 be confirmed as a correct record and signed by the Chairman.**

5.	<b>Internal Audit Update</b>
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Mr Gordon Smith, Chief Internal Auditor, provided an update on Internal Audit Activities since the Audit Committee meeting on 7 October 2010. He reported that work was progressing satisfactorily.

**RESOLVED that the Internal Audit Update be noted.**

6.	<b>Audit 2009/10 – Annual Audit Letter from the Audit Commission</b>
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The Treasurer invited Mr Grant Patterson, District Auditor with the Audit Commission, to present the Annual Audit Letter from the Audit Commission to the Authority.

Mr Patterson told the Committee that in 2009/10 the Authority reported its best ever annual performance in terms of the lowest total number of incidents, together with delivering a number of five-year performance records in key areas. It also reported a further reduction in the number of accidental fire-related deaths and non-fatal injuries in the home compared to the previous year.

The Commission reported that through centralised control of crewing the Service had achieved annual savings whilst at the same time increasing firefighter availability.

However, at the time of writing the Annual Audit Letter investigations into the matter of the retirement of the previous Chief Fire Officer were ongoing and, as a result, the Commission had not issued the statutory Value for Money (VFM) conclusion for 2009/10. It was hoped to finalise this matter in the near future and close the 2009/10 audit.

The Commission noted that the Authority had appointed a new Chief Fire Officer in April 2010 and was undertaking a thorough review of governance arrangements, implementing changes to improve them where necessary.

**RESOLVED that the Committee note the Annual Audit Letter from the Audit Commission regarding Audit 2009/10.**

**7. The Audit Strategy – Audit 2010/11**

Ms Joan Hill, Audit Manager from the Audit Commission, presented the Audit Strategy for Audit 2010/11. The Strategy outlined the following:

- The Fee for the Audit;
- Audit risks and testing strategy;
- The proposed timetable for the audit;
- The Value for Money conclusion;
- The Audit Team;
- The planned output; and
- The proposed meetings with Officers of the Authority.

**RESOLVED that the Audit Strategy for 2010/11 be noted.**

**8. Governance Review Group Update**

The Clerk outlined to the Committee the remit of the governance review and gave an update on progress to date. She told the meeting that work on the Whistleblowing Policy, the Anti-Money Laundering Policy and the Anti-Fraud and Corruption Policy would soon be going to consultation and then for consideration by the Audit Committee.

**RESOLVED that the Committee note the Governance Review Update.**

**9. Changes to the Authority's financial statements due to the implementation of International Financial Reporting Standards (IFRS) for 2010/11 accounts**

Ms Hillary Lower of the Audit Commission updated the Committee on the implementation of International Financial Reporting Standards for 2010/2011 accounts.

The Director of Assets told the Committee that the 2009/10 accounts had already been re-stated to IFRS, subject to approval by the Commission, for inclusion in the 2010/11 accounts.

On behalf of the Committee, the Chairman thanked Ms Lower for her presentation.

The meeting concluded at 11.14 am

Signed: \_\_\_\_\_

Chairman

Date: \_\_\_\_\_