

## **AUDIT COMMITTEE**

### **MINUTES OF MEETING HELD ON 24 SEPTEMBER 2008**

Present: Councillors J Bowman; S Meteer; G Scurrah; J G Sunderland, D Wilson, Mrs M Woodburn

Councillors R Pitt and E Woodburn also attended the meeting in accordance with standing orders.

An apology for absence was received from Councillor Mrs J Hully, Deputy Chairman, and the Audit Commission

Officers: K Parker, Acting Corporate Director Duality of Life; M Robinson, Audit and Fraud Prevention Manager; H Mitchell, Head of Policy and Performance; D A James Member Services Officer

L Murphy, Chief Executive, Closure of Accounts

K Murray and A Wilson Audit Commission

#### **AU 22    Appointment of Chairman for the meeting**

It was moved by Councillor M Woodburn duly seconded and

**RESOLVED** – That Councillor G Sunderland be appointed Chairman for the meeting.

#### **AU 23    Arrangement of the Agenda**

It was moved duly seconded and

**RESOLVED** – That the agenda be rearranged that

- a) agenda item 5 be considered as item 6;
- b) agenda item 6 be considered as item 7; and
- c) agenda item 7 be considered as item 5.

#### **AU 24    Minutes**

**RESOLVED** - That the minutes of the meeting held on held on 6 August be signed by the Chairman as a correct record.

## **AU 25     Closure of Accounts 2006 – 08**

(Note: Councillor E Woodburn and L Murphy left the meeting during consideration of this item.)

Arising from a motion passed at Full Council on 29 July 2008 that a report be prepared on issues concerning the closure of accounts for 2006/07 and 2007/08 and submitted to the Audit committee in the first instance.

Consideration was given to this report which covered areas of concern identified which included

- a)        why the accounts were so late and how this would be avoided in the future;

During consideration of this issue Members stressed the importance of having written procedures in place to enable staff to take over work if necessary.

- b)        what the total cost of putting was likely to be and how this would affect the overall Councils financial situation and impact on services;

It was noted that an expected cost and breakdown was to be noted under part 11 of the Agenda.

- c)        whether all published reports from officers to the executive had been accurate and if not why not.

Members further asked that all report in the future from the Audit Commission to be in report form and not verbal updates

**RESOLVED** – That i) the report be noted;

ii) that actions to prevent this happening in the future as detailed in paragraph 3.2 of the report be implemented;

iii)       regular monitoring reports on the closure of accounts and progress on the actions detailed in 3.2 of the report be submitted to this Committee;

iv)       and update on the closure of accounts be given to the next meeting of Council.

**AU 26     Direction of Travel**

A report was submitted and noted on improvements made since the last Direction of Travel Report.

**AU 27     Strategic Risk Register**

Consideration was given to the draft strategic Risk register prior to further consideration and subsequent approval by the Executive.

**RESOLVED** - That taking on board comments made by Members the Strategic register be submitted to the Executive for approval.

**AU 28     Exclusion of Press and Public**

**RESOLVED** - That pursuant to Section 100(A)(4) of the Local Government Act 1972 as amended, the press and the public be excluded from the meeting for the following items of business on the grounds of likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.

**AU 29     Closure of Accounts – Appendix A**

**RESOLVED** – That the appendix to the report Closure of Accounts considered under part 1 of the Agenda **AU 25** refers be noted and the decisions made confirmed.

The meeting closed at 4.55pm

Chairman