

KENNET DISTRICT COUNCIL

CORPORATE FINANCE SCRUTINY SUB COMMITTEE

Minutes of the Corporate Finance Scrutiny Sub Committee held on Tuesday,
26th June, 2007 at 2.15 pm at Browfort, Bath Road, Devizes

PRESENT:

Councillor A Adamson
Councillor D D Campbell
Councillor Mrs A Hayhoe

Councillor R Parsons
Councillor Mrs N G Rawlins
Councillor P N Veasey

APOLOGIES FOR ABSENCE:

Councillor G Brewer

16. ELECTION OF CHAIRMAN

The incumbent chairman called for nominations for chairman of the subcommittee for the 2007/2008 municipal year.

Councillor R. Parsons was proposed and seconded for chairman.
There were no other nominations.

RESOLVED:

THAT Councillor R. Parsons be elected chairman of the Corporate Finance Scrutiny Sub Committee for the 2007/2008 municipal year.

NEWLY ELECTED CHAIRMAN IN THE CHAIR

17. MINUTES

The minutes of the meeting of the subcommittee held on the 13th of March 2007 were approved as a correct record and signed by the chairman.

18. DECLARATIONS OF INTEREST

There were none.

19. ELECTION OF VICE-CHAIRMAN

The chairman called for nominations for the vice-chairman of the subcommittee for the 2007/2008 municipal year.

Councillor Mrs N. G. Rawlins was proposed and seconded for vice-chairman. There were no other nominations.

RESOLVED:

THAT Councillor Mrs N. G. Rawlins be elected vice-chairman of the Corporate Finance Scrutiny Sub Committee for the 2007/2008 municipal year.

20. URGENT ITEM

The chairman indicated that under the provisions of section 100 B 4 (b) of the Local Government Act 1972 he intended to take the following item is an urgent item for consideration by the committee.

It was necessary to do this as notification of the item had only been received from the Audit Commission on the 25th of June and a reply was required by the end of June.

The chairman made members aware that any decision made under this provision would not be subject to call in under the overview and scrutiny procedure rule 17.01.

21. EXTERNAL AUDIT - AUDIT AND INSPECTION PLAN 2007/2008

The subcommittee considered report CAA/21/2007 by the Chief Accountant and Auditor. The report presented to members of the Audit and Inspection Plan for 2007/2008, for the council's external auditors, the Audit Commission. The plan outlined the Audit Commission's proposed work for the period for the Council.

The plan presented was a draft plan, and as noted on page 4 would continue to be reviewed and updated during the year.

The attention of members was drawn to page 19 of the Audit and Inspection Plan which set out the various fees that will be charged to the Council for the audit. Attention was drawn to the fact that this fee was 21% below the scale fee due to the good performance of Kennet District Council in previous years.

RESOLVED:

THAT the content of the report and the Audit Commission's Audit and Inspection Plan for 2007/2008 for the Council be noted.

22. FINANCIAL STATEMENTS 2006/2007

The subcommittee considered report CAA/15/2007 by the Chief Accountant and Auditor.

Prior to consideration of the report the subcommittee received a short training presentation by the Financial Services Manager on the Statement of Accounts for 2006/2007. The purpose of the training was to update members on the requirements of the Statement of

Recommended Practice for 2006 and to introduce the new reporting requirements for the statement of accounts for 2006/2007.

RESOLVED:

THAT the financial statements attached to the report be recommended to the Resources Executive Committee for approval at their meeting on the 29th of June 2007.

23. INTERNAL AUDIT PROGRESS REPORT

The subcommittee considered report PIA/03/2007 which provided an update of the audit work completed from the 2006/2007 Audit Plan.

The Financial Services Manager reported that despite the consequences of staffing problems throughout the year and training of new team members, the internal audit section completed 74% of the 2006/2007 audit plan.

The attention of members was drawn particularly to page 10 of the report setting out recently completed audits. Attached to the report were more detailed reports on each of those audits.

The Financial Services Manager answered a series of questions from members on aspects of the report.

RESOLVED:

THAT

- 1) the subcommittee notes the outcomes for the 2006/2007 Audit Plan and the key issues identified for recently completed audit work.
- 2) The subcommittee review progress against the outstanding recommendations for Devizes Leisure Centre after the audit for 2007/2008 has been completed.
- 3) The subcommittee notes the changes to the 2007/2008 Audit Plan and approves a revised version as set out in section 8 of the report.
- 4) The subcommittee records its thanks to the internal audit staff for their work undertaken during the financial year.

24. RISK MANAGEMENT UPDATE

The subcommittee considered report PIA/06/2007 by the principal internal auditor setting out a risk management update.

The report set out a summary of the main points of the issue discussed by the Risk Management Group since the previous meeting of the subcommittee. In particular the report mentioned that there were still

some 28 outstanding risk management plans that had been requested from relevant officers of the council.

In addition the report set out short items on the possible replacement of the telephony infrastructure, claims experience in respect of public liability, commercial vehicles and lease cars, the Road Safety Bill and the question of corporate manslaughter.

In view of the very low number of incidents affecting the council's commercial vehicles a letter had been sent to the workforce congratulating them on their high standard of driving.

RESOLVED:

THAT

- 1) the subcommittee notes the risk management work undertaken by the Council and Risk Management Group.
- 2) Responsible Officers, with Risk Action Plans still outstanding on the third of September 2007, be required to report verbally to the committee at the September meeting.

**Part two
items considered was the meeting was close to the public
none**

Chairman
25th September 2007