

EAST STAFFORDSHIRE BOROUGH COUNCIL

SCRUTINY (AUDIT AND VALUE FOR MONEY COUNCIL SERVICES) COMMITTEE

Minutes of the Meeting of the Scrutiny (Audit and Value for Money Council Services) Committee held in the Coltman VC Room, Town Hall, Burton upon Trent on 20th June 2018.

Present:

Councillors D. Goodfellow (Chairman), G. Allen, S. Andjelkovic, M. J. Bowering, A. A. Chaudhry, D. Fletcher (for Minute no. 103/18 to 107/18), D. Florence-Jukes, S. Gaskin, H. Hall, P. Hudson, J. Killoran, L. Milner and Mrs B. Toon.

Officers Present:

Head of Service (Sal Khan), the Chief Accountant and the Senior Democratic Services Officer.

Apologies for absence were received from Councillors M. Fitzpatrick and C. Smith.

Also Present:

Mr T. Ridout (Internal Auditor – CW Audit) and Mrs R. Deo (CW Audit).

103/18 **DECLARATIONS OF INTEREST**

There were no declarations of interest at the commencement of the meeting.

104/18 **APPOINTMENT OF VICE-CHAIRMAN**

Councillor S. Gaskin was appointed vice-chairman for the ensuing year.

105/18 **MINUTES**

Resolved:

That the Public Minutes of the meeting of the Scrutiny (Audit and Value for Money Council Services) Committee held on 27th March 2018 be approved and signed as a correct record with the following amendments:

1. Minute no. 92/18 to include the word 'of' to read: In the absence of Councillor Fitzpatrick, the Corporate and Commercial updated the Committee on the Income Generation review.
2. Minute no. 93/18 to include the word 'updated' to read: In the absence of Councillor Allen, the Corporate and Commercial Manager updated the Committee on the Disabled Facility Grants review. Also that the following sentence be added - 'it was agreed that due to the recent changes to the delivery of the disabled facility grants, the review would be postponed for 12 months'.
3. Minute no. 95/18 to include – Discussions followed. It was agreed that in light of the Cultural Services review in relation to the Market Hall, the Corporate and Commercial Manager to re-submit the recommendations from the previous scrutiny review to the Cabinet for reconsideration and comments.

4. Minute no. 97/18 – that it be noted the Members considered the public executive decision records.

106/18 **URGENT BUSINESS**

There was no urgent business submitted to the meeting pursuant to Rule 12.

107/18 **HEAD OF INTERNAL AUDIT OPINION REPORT**

(CW Audit) The Internal Auditor gave a short presentation on the annual report of Head of Internal Audit Opinion 2017/18 to East Staffordshire Borough Council summarising the activities of Internal Audit for the period 1st April 2017 to 31st March 2018.

The Public Sector Internal Audit Standards required that the Head of Internal Audit provided a written report to those charged with governance, to support the Annual Governance Statement.

Members considered the opinion, together with management assurances, its own knowledge of the organisation and assurances received throughout the year from other review bodies when producing its Annual Governance Statement. A summary of the work the internal audit performed and delivered against the plan was provided in the report.

An opportunity for questions followed.

NOTED

108/18 **PROGRESS REPORT**

(CW Audit) The Internal Auditor gave a report summarising the work of internal audit, outlining the progress against the audit plan, the key findings and conclusions arising from their work, details of planned work and to update the Committee on the progress made in implementing previously agreed recommendations.

An opportunity for questions followed.

NOTED

109/18 **REVENUE AND CAPITAL OUTTURN REPORT 2017/2018 – QUARTER 4**

Members considered the report of the Chief Finance Officer in accord with the Council's financial regulations, presenting the forecast outturn position in relation to the Council's revenue budget, capital programme of expenditure and treasury management activities.

The Chief Accountant gave a short presentation on the fourth quarterly report in the annual cycle of financial monitoring for the financial year 2017/2018.

An opportunity for questions followed.

NOTED

110/18 **ANNUAL TREASURY MANAGEMENT REORT**

The Chief Accountant presented the Annual Treasury Management providing a review of treasury activities during the year against the approved Treasury Management Strategy Statement (TMSS).

An opportunity for questions followed.

Resolved:

Members reviewed the Annual Treasury Management Report 2017/18 as set out in the Report, and recommended it to full Council.

111/18 **ANNUAL GOVERNANCE REPORT**

Members were requested to consider the Annual Governance Statement along with the supporting process to ensure they were independently reviewed and approved.

Councillor Allen requested that the wording at bullet point 4 of the Governance Framework be amended to include the word 'and duty' as follows:

'The statutory officers have the authority and duty to report to all the local authority's Elected Members if there is or is likely to be unlawful expenditure or an unbalanced budget set;'

Resolved:

That Audit Committee approved the Annual Governance Statement.

112/18 **PERFORMANCE REPORT – QUARTER 4**

The Report of Sal Khan, Head of Service, regarding the Quarter 4 Performance was considered. The head of service provided an overview of the report to the committee.

An opportunity for questions followed.

NOTED

113/18 **REVIEW OF INCOME GENERATION UPDATE**

In his absence Councillor Fitzpatrick, the Chairman read out a note regarding the Income Generation review. He reported that the work was ongoing, and that the sub group had looked at the largest variance in income generation and were awaiting further information from the finance department.

Discussions took place and an opportunity for questions followed.

NOTED.

114/18 **SCRUTINY – WORK PROGRAMME**

Members received an update on the scrutiny work programme circulated with the agenda.

Discussions took place and an opportunity for questions followed.

It was agreed at the previous meeting that Public Toilets would be added to the work programme.

Members also agreed to focus on the Income Generation and Representation on Outside Bodies with future reviews to be considered on future milestones.

NOTED

115/18 **PUBLIC EXECUTIVE DECISION RECORDS**

Members considered the Public Executive Decision Records.

An opportunity for questions followed.

NOTED

116/18 **QUESTIONS**

There were no questions submitted to the Committee prior to the meeting.

117/18 **DATE AND VENUE OF NEXT MEETING**

Resolved:

That the next meeting take place on 24th July 2018 at 6.30pm in the Coltman VC Room, Town Hall, Burton upon Trent.

118/18 **EXCLUSION OF THE PRESS AND PUBLIC**

Resolved:

That, in accordance with Section 100(A) (4) of the Local Government Act, 1972, the Press and Public be excluded from the Meeting during discussion of the following items as it would likely, in view of the nature of the business to be transacted or the nature of the proceedings that there would be disclosed exempt information as defined in the paragraph of Part 1 of Schedule 12A of the Act indicated in brackets before each item number on the Agenda:

PRIVATE MINUTES

PRIVATE EXECUTIVE DECISION RECORDS