

ITEM 4

Time Commenced: 6.00pm
Time Finished: 7.45pm

AUDIT AND ACCOUNTS COMMITTEE WEDNESDAY 12 DECEMBER 2007

Present: Councillor Titley – Chair
Councillors Allen, Jackson, Jones, Rawson, Smalley and Williams

36/07 Apologies for Absence

There were no apologies for absence.

37/07 Late Items

There were no late items.

38/07 Declarations of Interest

There were no declarations of interest.

39/07 Minutes

The minutes of the meeting held on 1 November 2007 were agreed as a correct record and signed by the Chair.

40/07 Independent Remuneration Panel – Member Appointment

The Committee considered a report from the Corporate Director of Corporate and Adult Services and Deputy Chief Executive asking the Committee to re-appoint Ian Samways, Individual Member and Martyn Holden, University of Derby to serve on the Independent Remuneration Panel for a three year term ending on 31 December 2010.

Resolved to agree the appointment of the Independent Remuneration Panel Members.

41/07 Derby City Procurement Connection

The Committee considered a presentation from the Head of Procurement on Improving Procurement Performance.

It was noted that procurement performance would be monitored on a quarterly basis and there would be feedback at the next scheduled meeting of the

committee. Members requested that figures be reported back when the correct procurement process was not used.

Resolved to note the presentation and that updated performance would be reported at the next meeting.

Internal Audit and Risk Management

42/07 Highways Maintenance Team Contract

The Committee considered a presentation led by the Assistant Director of Highways and Transport on the Highways Maintenance Term Contract and the contract manager from Balfour Beatty, the Council's new contractor. The actions that were being taken to improve the management and delivery were noted.

It was noted that an audit was being carried out on the contract and that a further report would be brought back to the Committee in 12 months time.

Resolved to note the presentation.

43/07 Review of Contract Procedure Rules

The Committee considered a report from the Corporate Directors of Corporate and Adult Social Services and Resources on the Review of Contract Procedure Rules.

Members noted that it could be beneficial for a member of the Committee to sit on the Contract Procedure Rule Working Group. It was agreed that Councillor Williams would sit on the group and report back any relevant information to future meetings of the Committee.

It was reported that the Procurement Team was to be increased by two staff members and that this would help to ensure the process and service could be managed better so that a more corporate approach could be taken across the authority.

Resolved to note the report.

44/07 Internal Audit Strategy

The Committee considered a report from the Head of Audit and Risk Management on the Internal Audit Strategy.

Members requested that as this was a working document, it be brought back to the Committee at a future meeting for further scrutiny.

Resolved to approve the Internal Audit Strategy.

45/07 Follow Up Audits

The Committee considered a report from the Head of Audit and Risk Management on Follow Up Audits.

Members stressed that recommendations needed to be addressed and that any outstanding issues would be called in and followed up by the Committee.

Resolved to approve the action proposed by the Head of Audit and Risk Management as set out in the report.

46/07 Exclusion of the Press and Public

To consider a resolution to exclude the press and public during consideration of the following items:

“that under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting during discussion of the following items on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1, 3 and 7 of Part 1 of Schedule 12A of the Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information”

47/07 Resolution of Debtors Control Issues arising from Internal Fraud Investigation

The Committee considered a report from the Corporate Director of Resources on the resolution of debtor control issues arising from an internal fraud investigation.

Members asked when the new Financial Management System processes would be in place. It was reported that the system had now been implemented and included a documented process.

Concern was expressed regarding declarations of interest, it was strongly suggested that officers should be subject to the same code as Members.

It was noted that there was no mandate for officers to collect cash from tenants of Council owned premises, the Committee proposed that any business transactions, for all regular or ongoing debt were not to be taken in cash.

A further update would be presented to the next scheduled meeting of the

Committee.

Resolved that the Corporate Director of Resources give due consideration to the arrangements in place for debt recovery and business transactions involving cash.

48/07 Environmental Services – Action Plan in Response to
Audit Concerns

The Committee considered a report from the Corporate Director of Environmental Services on the Environmental Services – action plan in response to audit concerns.

It was reported that there were no longer any cash sales in Environmental Services, and that gifts and hospitality were not accepted, but donated to the Lord Mayors charity if appropriate to do so.

Resolved to note the actions proposed and taken to ensure Environmental Services staff adhere to finance and contract regulations.

MINUTES END