

CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **AUDIT COMMITTEE** held in Room 15, Priory House, Monks Walk, Shefford on Monday, 28 June 2010

PRESENT

Cllr D Bowater (Chairman)
Cllr R A Baker (Vice-Chairman)

Cllrs Mrs A Barker
T Green
A Shadbolt

Cllrs P Snelling
B J Spurr

Apologies for Absence: Mr R Ellis, Director of Customer and Shared Services.

Members in Attendance: Cllrs J G Jamieson
M R Jones

Officers in Attendance: Mr J Atkinson Head of Legal Services
Mr M Bowmer Assistant Director, Finance
Mrs E Heaney Temporary Democratic Services Officer
Mr G McFarlane Acting Assistant Director Human Resources and Organisational Development
Mr N Murley Assistant Director Audit & Risk
Ms V Oakes Head of Operations
Ms K Riches Head of Audit

Others In Attendance: Mr P King Audit Commission
Mrs C O'Carroll Audit Commission
Ms T Williams Service Delivery and Performance Manager, SERCO

A/10/13 **Chairman's Announcements**

The Chairman welcomed the Audit Commission to the meeting and thanked the Acting Assistant Director, Human Resources and Organisational Development, Head of Operations and the Performance Manager, SERCO, for attending the meeting to discuss the Payroll Managed Audit Report.

Cllr Jamieson, Chairman of the Customer and Central Services Overview and Scrutiny Committee, who was in attendance, was also welcomed to the meeting.

Cllr Green tendered his apologies for the meeting on 18 June 2010.

A/10/14 **Minutes and Matters Arising**

RESOLVED:

that the minutes of the meeting held on 18 June 2010 be approved and signed as a correct record.

A/10/15 **Members' Interests**

(a) **Personal Interests:-**

None.

(b) **Personal and Prejudicial Interests:-**

None.

A/10/16 **Public Participation**

No applications had been received under Procedure Rule No. CM9 to speak during the fifteen minute question and statement period at the beginning of the meeting. Furthermore there had been no applications to speak under the Public Participation Scheme on any items included on the Agenda for this meeting.

A/10/17 **Petitions**

No petitions had been received.

A/10/18 **Disclosure of Exempt Information**

The Chairman advised the Committee that item *EX1 – Payroll Managed Audit* contained exempt information and that the Committee would need to resolve to exclude members of the press and public before considering this item.

A/10/19 **Progress Report by the Audit Commission**

Paul King (Audit Commission) presented the External Audit Plan. Following the new Government's recent announcement the Audit Commission would cease working on the Comprehensive Area Assessment (CAA), work on the Managing Performance assessment had already ceased. The Use of Resources assessment formed part of the CAA, but also fed into other areas of work, such as the value for money conclusion.

The bulk of work on the Use of Resources assessment had already been completed, the Audit Commission would not report it as a scored assessment but planned to present their findings to give the Council an indication of their thoughts. The Audit Commission was still required to form a value for money conclusion, the Use of Resources work would inform this conclusion and would be reported to the Committee in September, alongside the Audit Commission's opinion on the Statement of Accounts.

Once the impact of the reduction of the Use of Resources workload was clearer, the Audit Commission would re-issue the Indicative Fee letter; it was likely that the Indicative Fee would be reduced.

RESOLVED:

That the Progress Report and Action Plan be noted.

A/10/20

Central Bedfordshire Council Statement of Accounts

Members noted that the Statement of Accounts were not ready for final approval.

RESOLVED:

That consideration of this item be deferred until 6pm 30 June 2010.

A/10/21

Exclusion of the Press and Public

RESOLVED:

that under section 100A of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business (Payroll Managed Audit), on the grounds that consideration of the item is likely to involve the disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act.

A/10/22

Payroll Managed Audit Report

The Assistant Director of Audit and Risk presented the Payroll Managed Audit report, setting out the findings of the managed audit carried out by Internal Audit. Payroll was a key financial system, with a high volume of transactions and high financial value. Members considered the high priority recommendations as set out in Appendix B of the report and noted that the Head of Audit would present regular reports on the implementation of these to the Committee.

Officers outlined the measures being put in place to improve controls in the system. Members discussed the report in detail and concluded that they would monitor the situation carefully.

RESOLVED:

- 1. to note the Customer and Shared Services Internal Audit Report 2009/10 as set out at Appendix A of the restricted report;**
- 2. to note officers responses to questions asked;**
- 3. to receive a report detailing progress on all recommendations (as set out at Appendix A of the restricted report) that should have been implemented by September 2010.**

A/10/23

Adjournment

RESOLVED:

to adjourn the meeting and re-convene at 6:00pm on 30 June 2010.

(Note: The meeting commenced at 2.30 p.m. and adjourned at 3.35 p.m..)

Chairman

Dated