

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
AUDIT AND GOVERNANCE COMMITTEE
TUESDAY 25 SEPTEMBER, 2012 AT 4.00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT: Councillors

Ball, G. (Chairman)
Gamble, B. (Vice-Chairman)

Anslow, C. Bottomer, B.

Also in attendance:

Councillor M. Sutherland

Also Present Mr. G. Patterson, District Auditor, Audit Commission
 Ms. S. Joberns, Audit Manager, Audit Commission

16. Apologies

Apologies for absence were received from Councillors C. Bennett, P. Gilbert and G. N. Molineux.

17. Declaration of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members

No declarations of interests were made.

18. Minutes

RESOLVED:

That the Minutes of the meeting held on 20 August, 2012 be approved as a correct record and signed.

19. External Audit of the Statement of Accounts 2011-12 and Management Representation Letter

Consideration was given to the Report of the Head of Finance (Enclosure 4.1 – 4.7 of the Official Minutes of the Council).

The Head of Financial Management outlined the process for the approval of the audited statement of accounts for the financial year ended 31 March, 2012 which the authority was required to publish by 30 September, 2012. The Committee having noted elsewhere on the

agenda the following additional items:-

- Annual Governance Report (Audit Commission – External Auditors Report
- Statement of Accounts 2011-12

RESOLVED:

That the contents of the Report be noted.

20. Annual Governance Report 2011-12 (Audit Commission) – Cannock Chase District Council

Consideration was given to the Audit Commission's Annual Governance Report – 2011-12.

Mr. G. Patterson, District Auditor, Audit Commission gave an overview of the Annual Governance Report for the year ended 31 March, 2012. He advised that he would be issuing an audit report, including an unqualified opinion on the financial statements. He also intended to issue an unqualified conclusion stating that the Council had adequate arrangements to secure economy, efficiency and effectiveness in its use of resources. This was known as the Value for Money conclusion.

The Committee was informed that –

- Appendix 2 to the report was the draft letter of management representation;
- Appendix 3 detailed the review of shared services at Stafford Borough Council and Cannock Chase Council;
- Appendix 4 provided a copy of the Action Plan; and
- Appendix 5 - Glossary

Mr. Patterson advised that the findings against each of the risks identified in the March Audit Plan as being relevant to the audit of the financial statement were listed within the report.

The Head of Finance thanked Mr. Patterson and Suzanne Jobberns for the work they had carried out and advised that the recommendations contained within the report would add value to the accounting process and would be helpful to the Council as a way of moving forward. Mr. G. Patterson advised that the Audit Commission worked in partnership with Council Officers in a constructive way and the support given by the Officers was appreciated.

RESOLVED:

- (A) That the contents of the Report of the External Auditors be noted.
- (B) The adjustments to the financial statements identified by the audit of the financial statements be noted.

21. Statement of Accounts 2011-12

Consideration was given to the Report of the Head of Finance (Enclosure 6.1 – 6.10 of the Official Minutes of the Council).

The Head of Finance advised that the work undertaken by Emma Fullagar, the Principal Corporate Accounts should be acknowledged in preparing the highly technical accounts in such a relatively short period of time. The Department had met robust challenges due its restructuring and changes to the financial system. It was explained that due to the extremely complex content and format of the financial statements, training for Members would be arranged to enable them to understand them more fully.

Members thanked Officers and the Audit Commission for the work undertaken in preparing the Statement of Accounts.

RESOLVED:

That:-

- (A) The Management Representation Letter of the Responsible Finance Officer be approved.
- (B) The contents of the Audited Statement of Accounts for the year ended 31 March, 2012 be approved.

22. Annual Treasury Management Review for 2011-12 and Quarter 1 of 2012-13

Consideration was given to the Report of the Head of Finance (Enclosure 7.1 – 7.23 of the Official Minutes of the Council).

The Head of Finance explained that robust practices were in place with regard to the Council's Treasury activities and the Finance Section worked within a controlled framework. He advised that recent changes in the regulatory environment placed a much greater onus on Members to review and scrutinise treasury management policies and activities and training would be included within the work programme with regard to this.

RESOLVED:

That the report be approved.

CHAIRMAN

The meeting closed at 4.55 p.m.