

## MINUTES OF RECONVENED AUDIT COMMITTEE HELD ON

23 July 2009

7.30pm-8.11pm

### PRESENT

#### COUNCILLORS

David Carter (Chairman)

Simon Carter  
Muriel Jolles

Manny Doku

Joshua Jolles  
Mark Wilkinson

#### APOLOGIES

Tony Durcan

Tony Hall

Lorna Spenceley

#### SUBSTITUTES

Jean Clark substitute for Tony Durcan  
Clive Souter substitute for Tony Hall  
John Strachan substitute for Lorna Spenceley

#### 23. DECLARATIONS OF INTEREST

None.

#### 24. AUDIT COMMITTEE TERMS OF REFERENCE

In a departure from the agenda and with reference to Minute 19 (b) of the adjourned meeting, the Chairman reported that he had sought legal advice to clarify the terms of reference for this Committee.

The name of the Audit & Improvement Committee had been changed to Audit Committee at the Annual Council meeting on 28 May 2009. As it is for Committees to determine their terms of reference and for Council to agree or amend them, the Audit Committee terms of reference were not considered at Annual Council.

In view of this advice, it was noted that there was now no need to refer the matter to the Constitution Working Group for clarification, as had been resolved at the adjourned meeting (Minute 19(b) refers).

The Chairman proposed that the Committee should note its change of name and agree that the terms of reference of the old Audit & Improvement Committee (which were tabled) should apply to the new Audit Committee.

**RESOLVED** that the change of committee name from Audit & Improvement to Audit Committee be noted.

**RECOMMENDED TO COUNCIL** that the terms of reference of the old Audit & Improvement Committee shall apply to the new Audit Committee.

25. **COMMITTEE FORWARD WORK PLAN**

**RESOLVED** that the Work Plan be noted.

26. **PLAYHOUSE BUDGET**

The Committee received a report on the Playhouse budget, which was a standing item on the agenda. This report covered the period to the end of May 2009.

Members noted that preferential car parking rates had been negotiated for Playhouse users who parked in the Water Gardens Car Park after 7pm.

**RESOLVED** that the report be noted.

27. **USE OF CONSULTANTS AND AGENCY STAFF**

The Committee received a report on the review of the Council's use of consultants and agency staff, which had concluded that there were no significant areas of concern.

Members noted the action plan outlined in the report, to address the minor improvements which had been identified in the review.

It was noted that although the overall total expenditure on consultants and agency staff had decreased annually, expenditure for certain individual departments had increased. Whilst acknowledging that it was cost effective to employ consultants and agency staff in certain circumstances, it was considered that the situation should be monitored.

**RESOLVED** that the report and actions set out in paragraph 12 be noted.

28. **FIXED ASSETS REGISTER**

The Committee received a progress report on the compilation of a fixed asset register, which would ensure that the Council complied with the new International Financial Reporting Standards.

**RESOLVED** that

- (a) the methodology adopted be agreed;
- (b) the progress made to date be noted;
- (c) a further report be submitted to this Committee in September 2009.

29. **REFERENCES FROM OTHER COMMITTEES**

None.

30. **MATTERS OF URGENT BUSINESS**

None.

CHAIRMAN OF THE COMMITTEE