

Finance & Procedures Overview & Scrutiny Committee – 8 September 2005

Minutes of the meeting of the **Finance & Procedures Overview & Scrutiny Committee** held on **8 September 2005** when there were present:-

Chairman: Cllr K H Hudson
Vice-Chairman: Cllr P K Savill

Cllr K J Gordon
Cllr Mrs S A Harper
Cllr Mrs J R Lumley

Cllr P R Robinson
Cllr P F A Webster

APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr R G S Choppen and T Livings.

SUBSTITUTES

Cllr R A Amner

OFFICERS PRESENT

P Warren	- Chief Executive
T Metcalf	- Audit & Process Review Manager
B Butler	- Principal Auditor
J Kevany	- Principal Auditor
M Martin	- Committee Administrator

329 MINUTES

The Minutes of the meeting held on 21 July 2005 were approved as a correct record and signed by the Chairman.

Matters Arising

Members were reminded that Andrea Staltmeier, an independent consultant, would be making a presentation to Members of this Committee on 14 September 2005 as part of this Committee's review of the overview and scrutiny process in Rochford.

330 DRAFT CPA PROGRESS SUBMISSION FOR THE AUDIT COMMISSION

The Committee considered the report of the Chief Executive introducing supporting evidence which will be used as part of the Council's supporting submission for its CPA progress assessment. A draft of the short written submission providing an update to scene setting, together with a short paper addressing the four key questions was tabled.

The Chief Executive advised that:-

- The Progress Assessment Inspection of the Council would take place during the early part of October and would involve two inspectors, one of whom would be Ian Davidson, Relationship Manager.
- The Council had already made good progress in a number of key service areas highlighted in the original CPA report.
- More work was needed around the longer term vision over the next 5/10 years and the bigger picture beyond that and around other aspects to build corporate capacity.
- A copy of the final submission to the Audit Commission would be forwarded to Members.
- Members should contact him direct with any specific comments relating to the tabled document.

In response to Members' consideration of the appendix to the officer's report, a number of comments were made on the text. These sought to clarify, build upon or refine the points being made.

Resolved

That the further comments outlined be included in the supporting documentation to be submitted with this Council's Self Assessment Progress Report.

EXCLUSION OF THE PRESS AND PUBLIC

Resolved

That the public and press be excluded from the meeting for the remaining item of business on the grounds that exempt information as disclosed in Paragraph 14 of Part 1 of Schedule 12A of the Local Government Act 1972 would be disclosed.

331 AUDIT REPORT

The Committee considered the exempt report of the Chief Executive drawing Members' attention to completed audit investigations.

Resolved

- (1) That the conclusions and results from the audits in Appendix 1 to the exempt report be agreed.
- (2) That the updated information on the audit recommendations, outlined in Appendix 2 be agreed.

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The meeting closed at 9.34 pm.

Chairman

Date