

## **Audit Services Committee 29 November 2001**

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Minutes of the meeting of the **Audit Services Committee** held on **29 November 2001** when there were present:

Cllr J R F Mason – Chairman

Cllr J E Grey  
Cllr Mrs J Hall  
Cllr D R Helson

Cllr G A Mockford  
Cllr P J Morgan  
Cllr P F A Webster

### **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Mrs R Brown.

### **SUBSTITUTE**

Councillor R Adams.

### **OFFICERS PRESENT**

P Warren	-	Chief Executive
R Crofts	-	Corporate Director (Finance & External Services)
Mrs T Metcalf	-	Audit & Process Review Manager
J Bostock	-	Principal Committee Administrator

### **437 MINUTES**

The Minutes of the meeting held on 4 October 2001 were agreed as a correct record and signed by the Chairman.

### **438 OUTSTANDING ISSUES**

The Committee received the Schedule relating to decisions.

#### **The 2000/2001 Performance Indicators (Minute 358/01)**

It was noted that Central Government had recently issued a consultation document suggesting revisions to performance indicators. A report on this was being submitted to the next meeting of the Finance & General Purposes Committee.

Outstanding issues would be carried forward.

**439 AUDIT PLAN PROGRESS REPORT**

The Committee considered the report of the Chief Executive on the progress of the Audit Plan for 2001/02.

**Resolved**

That it be noted that 39% of the Audit Plan has been achieved and that no changes are to be made to the Audit Plan for 2001/02. (CE)

**EXCLUSION OF THE PRESS AND PUBLIC**

**Resolved**

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

**440 AUDIT REPORT**

The Committee considered the exempt report of the Chief Executive which drew attention to completed audit investigations and provided an update of audit recommendations.

Members noted the background to the recommendations relating to flexi-time together with health and safety aspects of mobile phone usage.

**Resolved**

That the updated information on the audit recommendations be agreed. (CE)

The Meeting closed at 7.54pm

Chairman.....

Date.....