

Audit & Scrutiny Committee
Thursday 21 June 2018 at 6.30pm

Present: Councillors G Bell (Chairman), A Barrett, Mrs. W Clark, Mrs. P Heseltine, A Hickman and J Kerr.

Officers: Dave Parker (Chief Officer) and Wendy Allsopp (Administration and Member Services Manager).

1. To accept representations from the Public between 6.30pm and 6.45pm.

None

2. To accept apologies for absence.

Apologies for absence were accepted from Cllr M Emmerson due to work commitments and Cllr Dawson due to holidays.

3. To record declarations of pecuniary and non-pecuniary interests in items on the agenda.

None

4. To consider the recommendations of the Chief Officer relating to requests for dispensations to Members on items requiring a declaration of pecuniary and non-pecuniary interests.

None

5. To approve the minutes from the previous meeting held on 12 April 2018.

It was **RESOLVED** to accept the minutes from the Audit and Scrutiny Committee meeting held on 12 April 2018 as a true and accurate record of what transpired at that meeting subject to the following amendment: the wording *where the Petyt Library is housed* should be removed from agenda item 3.

- 6. To report information arising from the minutes of items not on the agenda from Members and the Chief Officer.

Financial Risk Assessment – Members noted that the insurers have advised that £500,000 is a sufficient figure for a Fidelity Guarantee. The next Financial Transactions Group will discuss the cash float and money handling aspects of this. Those present agreed to form a ‘Risk Management Schedule Working Group’ comprising of the following Members – Cllrs Clark, Kerr and Bell.

- 7. To note and review revised contracts of employment.

Members **NOTED** the revised staff contracts as reviewed by the Chief Officer, HR support and Staffing Working Group and agreed that the introduction of a staff appraisal scheme should be progressed.

- 8. To consider the future workload of the Audit & Scrutiny Committee.

Those present **AGREED** that the scrutiny aspect of this committee should be considered in more depth and suggested that a sub-committee should be formed to study such matters. It was **AGREED** that additional services recently taken on the by Council from other organisations should be reviewed by a group consisting of Councillors Hickman, Mrs Heseltine and Barrett.

- 9. To consider any Freedom of Information requests/complaints/compliments received by the Council.

None

- 10. To receive and consider any reports or recommendations from the Financial Transactions Working group.

Members **NOTED** that the Financial Transactions Working Group had met with the Finance Manager and all finances were reported as in order.

- 11. To receive notification on matters that Members would like included on a future agenda.

Policies and procedures

Meeting Closed at 7.37 pm.

Chairman:

Signature: