

## **Corporate Governance Committee – 23 May 2011**

Present: Councillors Beaven, Coles, Denington, Gaines, Govier, Hall, Henley, Hunt, Miss James, R Lees, Miss James, Mrs Stock-Williams and A Wedderkopp.

Officers: Mr A Brown (South West Audit Partnership), Mr P Fitzgerald (Financial Services Manager), Maggie Hammond (Strategic Finance Officer), Tonya Mears (Legal and Democratic Services Manager) and Miss N Williams (Administrative Officer)

Also Present: Councillor Morrell and Mr P Lappin (Audit Commission).

(The meeting commenced at 6.15 pm)

### **22. Appointment of Chairman**

Having been nominated by the Conservative Group Leader and there being no dissent from other Members present, Councillor Denington was appointed as Chairman of the Corporate Governance Committee for the remainder of the Municipal Year.

### **23. Appointment of Vice-Chairman**

**Resolved** that Councillor A Wedderkopp be appointed as Vice-Chairman of the Corporate Governance Committee for the remainder of the Municipal Year.

### **24. Apology/Substitution**

Apology: Councillor Tooze

Substitution: Councillor Henley for Councillor Tooze

### **25. Minutes**

The minutes of the meetings held on 1 March and 14 March 2011 were taken as read and were signed.

### **26. Declaration of Interests**

Councillor Miss James declared a personal interest as an employee of Viridor. Councillor Henley declared a personal interest as he has previously done work for the Audit Commission.

### **27. Audit Commission Fees 2011/2012**

Mr P Lappin of the Audit Commission outlined Taunton Deane Borough Councils Annual Audit Fee letter.

The report set out the Audit Commission final fee position for 2011/2012. The report also outlined the team that would lead on the Taunton Deane work and the timescales for their reporting.

The fee was based on the risk-based approach to audit planning set out in the code of Audit practice.

The fee for the audit for 2011/2012 would be £ 111,008.

Members thanked the Audit Commission for their hard work over the years.

**Resolved** that the report be noted.

## **28. Accounts and Audit Regulations 2011**

Considered report previously circulated, updating Members of the impact of the revised regulations, with the main changes related to the approval process for the Statement of Accounts and the presentation of the Annual Governance Statement.

Members were informed that the draft un-audited accounts would be brought to the meeting of the Corporate Governance Committee in July 2011.

The target of 30 June 2011 for the un-audited statement of Accounts to be approved by the Section 151 Officer (Shirlene Adam) was confirmed.

**Resolved** that:-

1. Changes to the Accounts and Audit Regulations be noted; and
2. The endorsement of the proposed timeline for the approval of the annual accounts for 2010/2011 and later years be noted.

## **29. Governance of Partnerships**

Considered report previously circulated, concerning the governance of partnerships.

The Legal and Democratic Services Manager, Mrs Tonya Meers, outlined the need for partnership working and the importance that these partnerships were being adequately managed corporately and were meeting the needs of the Council.

The report outlined the need for the Council to establish a protocol and tool kit for ensuring that any partnership that the Council enters into is appropriate and delivers the Councils aims and priorities.

Members discussed the proposals and amendments were made to sections 1.2 and 3.1.

Mrs Meers confirmed that a review of the partnerships would occur in the future.

Members also discussed the need for better consultation and communication, both between the Partnerships but also with regard information being passed to Members.

**Resolved** that the report be noted.

### **30. SAP Controls - Update**

Taunton Deane Borough Council introduced the SAP system in April 2009.

Considered report previously circulated, which provided details of the risks identified within the separate modules of SAP. The appendices of the report included the current controls in place and the ongoing work on controls.

Members discussed the implementation of SAP and made a number of comments with regard to the training of staff, duplicate payments and the financing of the system.

Committee Members were advised that they would be emailed further information regarding the 11 duplicate payments.

**Resolved** that the report be noted

### **31. Section 106 Agreements**

A full report on the findings of the Internal Audit Review of Section 106 Agreements, together with a plan, would be brought to the next meeting of the Committee.

**Resolved** that the report be noted.

### **32. Corporate Governance Committee Forward Plan**

Submitted for information the proposed Forward Plan of the Corporate Governance Committee.

Members discussed the forward plan and felt that there were too many agenda items for the meeting due to be held in July. Members agreed that an extra meeting should be arranged for June.

**Resolved** that the Corporate Governance Committee Forward plan be noted.

(The meeting ended at 7.25 pm).