

## **Executive – 21 July 2004**

Present: Councillor Williams (Chairman)  
Councillors Bishop, Mrs Bradley, Mrs Bryant, Cavill, Edwards and Hall.

Officers: Ms S Adam (Head of Finance), Mr P Carter (Financial Services Manager)  
and Mr G P Dyke (Members Services Manager).

Also Present: Councillor Stuart-Thorn.

(The meeting commenced at 6.15pm)

### 38. Apologies

Councillors Garner and Mrs Lewin-Harris.

### 39. Minutes

The minutes of the meeting of the Executive held on 13 July 2004 were taken as read and were signed.

### 40. Replacement of the Councils' Financial Management System.

Considered a detailed Project Approval Report, which requested approval for the replacement of the Council's Financial Management System (FMS).

It was explained that FMS was no longer capable of supporting a modern finance function. A joint review had therefore been undertaken by the Finance and IT sections which recommended replacement of the existing system. The replacement of FMS would allow the Finance section to work more efficiently than was currently possible. It would improve the quality of the financial information provided both internally and externally. A contribution of £165,000 from capital resources to support this invest to save project would be required but savings identified within Financial Services would ensure that this was repaid within the next three years.

RESOLVED that the invest to save bid of £165,000 from unallocated capital resources for the replacement of the existing Financial Management System be agreed based upon the information contained within the report and its attached Project Approval Report.

### 41. Statement on Internal Control 2003/04

Reported that the Council were now required by legislation to publish a Statement on Internal Control (SIC) with its statement of accounts each year. This statement, which needed to be signed by both the Leader of the Council and the Chief Executive, was to provide assurance that the Council had a sound internal control framework in place to manage the risks that might prevent achievement of its statutory obligations and organisational objectives.

To support the conclusions in the SIC each year, a review was to be carried out of the system of internal control to highlight any serious control issues and actions needed to deal with them. A brief review had already been carried out but there were some elements of the control framework that needed to be put in place before a more thorough review could take place. The review did not find any control weaknesses that had a significant effect on the achievement of the objectives of the Council.

The draft SIC was submitted, together with an action plan to achieve full assurance next year.

RESOLVED that, the Statement on Internal Control be agreed.

(The meeting ended at 7.48pm)