

## **SPECIAL MEETING OF AUDIT COMMITTEE**

Thursday, 16th December, 2004 at 5.00 p.m. in Committee Room 3 at  
The Council House, Dudley

### **PRESENT:-**

Councillor Burston (Chairman)  
Councillor Miss Nicholls (Vice Chairman)  
Councillors Attwood, Mrs Collins, Crumpton, J Davies, Mrs Jordan, Kettle and Taylor.  
Officers - Director of Finance, Director of the Urban Environment, Assistant Director of the Urban Environment (Culture and Community Services), Head of Sport and Recreation, Assistant Director of Education - Community Education and Development, Assistant Director of Education - Resources and Planning, Head of Audit Services, Audit Managers, Head of Purchasing Services, Principal Solicitor (Directorate of Law and Property) and Mr J Jablonski (Directorate of Law and Property).

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### **MINUTES**

#### **RESOLVED**

That the minutes of the meeting of the Committee held on 7<sup>th</sup> October, 2004, be approved as a correct record and signed.

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### **DECLARATIONS OF INTEREST**

Declarations of Personal Interest in accordance with the Members' Code of Conduct were made by the following members in respect of Agenda Item No 8 (School Balances and Deposits) in view of their governorship of the schools indicated:-

Councillor Burston - Earls High School and Caslon Primary School, Halesowen  
Councillor Mrs Jordan - Penns Meadow  
Councillor Kettle - The Grange School  
Councillor Miss Nicholls - Newfield Park Primary School  
Councillor Taylor - Hope Farm Primary School

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### **CHANGE IN ORDER OF BUSINESS**

Pursuant to Council Procedure Rule 13 (c) it was

#### **RESOLVED**

That the remaining items of business be considered in the following order:-

Agenda Item Numbers 10, 12, 5, 6, 7, 8, 9, 10, 11, 13 and 14.

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21 EXCLUSION OF THE PUBLIC

RESOLVED

That, under Section 100A (4) of the Local Government Act, 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Schedule 12A to that Act, in particular the paragraph of Part I of that Schedule indicated below:-

<u>Description of Item</u>	<u>Relevant Paragraph of Part I of Schedule 12A</u>
Annual Audit Report in relation to the Directorate of the Urban Environment	1

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22 ANNUAL AUDIT REPORT IN RELATION TO THE DIRECTORATE OF THE URBAN ENVIRONMENT

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A report of the Director of Finance was submitted summarising the audit work undertaken in the Directorate of the Urban Environment for the 2003/04 financial year incorporating details of the more important findings and highlighting a number of findings that were noted as unimplemented.

RESOLVED

That the findings of the 2003/04 audit work be accepted.

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23 AFTER SCHOOL CLUBS - HURST HILL, MILKING BANK, PETER'S HILL AND TENTERFIELDS PRIMARY SCHOOLS

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A report of the Director of Education and Lifelong Learning was submitted updating the Committee in regard to the status of after school clubs at the Hurst Hill, Milking Bank, Peter's Hill and Tenterfields Primary Schools as requested by the Committee at their meeting in April, 2004.

RESOLVED

That the information contained in the report submitted, on the progress made in providing guidance to those providing childcare on school sites at the Hurst Hill, Milking Bank, Peter's Hill and Tenterfields Primary Schools, be noted.

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24                    ASTLEY BURF OUTDOOR EDUCATION CENTRE

A report of the Director of Education and Lifelong Learning was submitted on the operation of the alternative financial arrangement regarding catering at the Astley Burf centre, recommended to the Director of Education and Lifelong Learning at the meeting of this Committee held in April, 2004. The Committee had also requested regular progress reports on the operation of the alternative approach.

RESOLVED

That the information contained in the report submitted, on the operation of the alternative financial arrangement regarding catering at the Astley Burf centre, be noted.

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25                    NEIGHBOURHOOD LEARNING CENTRES

A report of the Director of Education and Lifelong Learning was submitted on the work to date of the Neighbourhood Learning Centres in the Borough arising from a request made by this Committee at its meeting held in April, 2004, for a further report in respect of such centres.

Arising from the detailed consideration given to the content of the report submitted it was

RESOLVED

That the information contained in the report submitted, on the work to date of Neighbourhood Learning Centres in the Borough, be noted.

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26                    SCHOOL BALANCES AND DEPOSITS

A report of the Director of Education and Lifelong Learning was submitted on updated annual information about the levels of school balances and deposits, in particular the planned use of these funds, as requested at the September, 2003 meeting of the Committee and in relation to balances held as at March, 2004. Appendix 1 to the report submitted set out the level of school balances for each school in the Borough.

RESOLVED

That the information contained in the report, and appendices to the report, submitted on the levels of school balances and deposits in particular the balances held as at March, 2004, be noted.

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EXCLUSION OF THE PUBLIC

RESOLVED

That, under Section 100A (4) of the Local Government Act, 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Schedule 12A to that Act, in particular the paragraphs of Part I of that schedule indicated below:

<u>Description of Item</u>	<u>Relevant Paragraph of Part I of Schedule 12A</u>
Annual Audit Report in relation to the Directorate of Education and Lifelong Learning	1
Treasury Management	7
Contracts Reported under Standing Order 29.4	1

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ANNUAL AUDIT REPORT IN RELATION TO THE DIRECTORATE OF EDUCATION AND LIFELONG LEARNING

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A report of the Director of Finance was submitted summarising the audit work undertaken in the Directorate of Education and Lifelong Learning for the 2003/04 financial year and incorporating details of the more important findings.

RESOLVED

That the findings of the 2003/04 audit work be accepted.

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TREASURY MANAGEMENT

A report of the Director of Finance was submitted outlining treasury activity in the financial year 2003/04 and such activity in the financial year 2004/05 up to November, 2004.

RESOLVED

That the information contained in the report submitted, on Treasury Management Activity in the financial year 2003/04 and in the financial year 2004/05 up to November, 2004, be noted and that the report be submitted to the Council in accordance with the Treasury Policy Statement and Treasury Management Practices.

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CONTRACTS REPORTED UNDER STANDING ORDER 29.4

A report of the Director of Finance was submitted on further information requested by Members on contracts reported to the last meeting of the Committee under Standing Order 29.4.

RESOLVED

That the information contained in the report submitted in respect of Contracts numbered 702 and 708, be noted.

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RISK MANAGEMENT

The Director of Finance reported that the Head of Audit Services would be taking the lead on risk management activity until the end of March, 2005 and therefore during this period Richard Clarke would be acting Head of Audit Services and therefore would be presenting reports to the next meeting of the Committee.

The meeting ended at 6.40 pm.

CHAIRMAN