

MINUTES

Meeting:	Audit, Resources and Performance Committee
Date:	6 June 2014 at 10.00am
Venue:	The Board Room, Aldern House, Baslow Road, Bakewell
Chair:	Clr A McCloy
Present:	Clr A Favell, Clr C Furness, Mr Z Hamid, Clr P Harrison, Clr Mrs G Heath, Mr R Helliwell, Ms S Leckie, Mr G D Nickolds, and Clr Mrs L Roberts.
Also Present:	Ms S McGuire
Apologies for Absence:	Mrs F Beatty, Clr D Birkinshaw, Clr G Claff, Clr S Marshall-Clarke, Mrs E Sayer and Clr Mrs N Turner.

22/14 MINUTES

The Part A minutes of the last meeting of the Audit, Resources and Performance Committee held on 21 March 2014 were approved as a correct record.

23/14 URGENT BUSINESS

None.

It was noted that the Chair had agreed to vary the order of business so that item 7 would be considered before item 6.

24/14 PUBLIC PARTICIPATION

None.

25/14 MEMBERS DECLARATIONS OF INTEREST

There were no declarations of interest from Members.

26/14 7. SPECIFIC RESERVES (A13392/JNF)

The Head of Finance introduced the report.

It was noted that the report recommended that two new reserves be included; one for North Lees and one for minor properties. This approach would ensure that all key property assets would have a reserve supporting their revenue budget objectives.

It was also noted that £19,000 of 2012/13 slippage had been allocated to the Conservation Acquisitions Reserve to allow an element of temporary financing of land acquisitions to support conservation objectives, prior to subsequent re-sale.

The recommendation was moved, seconded, voted on and carried.

RESOLVED:

To note the objectives set out for each reserve and endorse the current policy for Specific Reserves.

27/14 6. 2013-2014 OUTTURN (A.137/22/PN)

The Head of Finance introduced a report explaining the 2013/14 budget outturn and seeking approvals for appropriations to or from reserves and approval of unspent funds to be carried into 2014/15.

It was noted that in the areas where there had been a significant overspend these had been identified during the year and brought to the attention of Members at the quarterly meetings of the Budget Monitoring Group.

Members sought and received clarification on the borrowing charges for the installation of the Biomass Boiler at Aldern House and received confirmation that receipts from the feedback tariff are treated as revenue income and cover the loan repayments over a 20 year period, with annual budget savings in the region of £9,000 p.a. being achieved in line with the original business case. The debt repayment charge of £8,000 p.a. was based on a fixed rate loan rate over a 20 year period available from the Public Works Loan Board, covering debt interest payments of 4% p.a. and repayment of the original principal of £108,812.

The recommendation was moved seconded, voted on and carried.

RESOLVED:

To note the 2013/14 outturn and approve the slippage requests and specific reserve appropriations shown in Appendix D.

28/14 8. INTERNAL AUDIT 2013/14 ANNUAL REPORT (A.1362/7/RMM)

The Director of Corporate Resources introduced a report on the Internal Audit 2013/14 Annual Report. It was noted that the report had been produced by the Authority's former internal auditor Gateway Assure Limited.

The Chair reported on a meeting with Veritau, the new internal auditor where it had been agreed that future reports would be written as Part A reports and a session would be arranged for them to meet Members to clarify their approach and discuss how their reports can support the Committee in its scrutiny role. During the discussion it was also suggested that this session should be used to clarify the terminology used by Auditors and to review whether there was scope for revising the words used to meet Member expectations.

The recommendation was moved seconded, voted on and carried.

RESOLVED:

To note and accept the 2013/14 annual report from the internal auditors set out in Appendix 1 and the positive assurance given on the Authority's arrangements for effective risk management, governance and control processes.

29/14 9. CORPORATE PERFORMANCE REPORT YEAR END 2013 (A.197/WA)

The Senior Performance Officer introduced a report setting out performance monitoring information or end of quarter 4 2013/14 and the annual outturn on performance on indicators used review progress on Corporate Objectives.

The Committee considered performance against targets for each of the 12 Corporate Objectives and raised the following issues:

- Objective 1 – Passing Loop on Hope Valley Line – It was noted alternative locations would be subject to further consultation from Network Rail and confirmed that a briefing would be prepared on this and a number of transport related issues raised at the May meeting of the Authority.
- Objective 1 – Unsuccessful Heritage Lottery Fund Applications - It was noted that while the applications had been robust there was significant competition for funding bids, however officers were meeting with the Regional Manager for the HLF to receive feedback and seek guidance on how to develop successful bids in the future.
- Objective 3 – Review of Indicators – It was noted that during the year the planning service indicators would be reviewed.
- Objective 6 – Key Activity Missing – Agreed to add the New Leader Programme.
- Objective 7 – Volunteering – It was noted that work was underway to develop more diversity in the background and age of volunteers and that the Authority would increase joint working with volunteers from partner organisations to help achieve this.
- Objective 8 – Indicators for wider participation – Agreed to revisit these indicators particularly 38 (b),(c) and (d). It was noted that information from the forthcoming visitor survey would help address this.
- Objective 9 – EQM – Officers to identify why participants had fallen disproportionately when compared to Staffordshire.
- Comparison with other National Parks – It was noted that comparative data should be considered with caution as circumstances varied in each National Park.

During the discussion the Committee asked the Director of Corporate Resources to look at the 2015 schedule of meetings to establish whether it would be possible to arrange a meeting on a date that in future would allow the performance outturn report to be considered by the Committee before Authority agreed the Business Plan. Members confirmed that if required they would be willing to attend an additional meeting to accommodate this.

The recommendation was moved seconded, voted on and carried.

RESOLVED:

1. **To note the Quarter 4 Corporate Performance Return, set out in appendix 1 and agree proposed remedial action.**
2. **To approve the proposed “Performance during 2013-14 Summary” section of the 2014/15 Performance and Business Plan shown as appendix 2.**
3. **To approve the Corporate and Family Indicator Tables 2013/14, set out in appendix 3 for inclusion in the 2014/15 Performance and Business Plan.**

- 4. To note the complaints and information requests, set out in appendix 4 and agree proposed remedial action.**

30/14 10. CORPORATE RISK REGISTER 2014/15 (A.91941/WA)

The Senior Performance Officer introduced a report setting out the proposed risk register for 2014/15 which had been produced taking into account the year end position on corporate risks for 2013/14. It was noted that a total of six new risks had been identified for 2014/15.

RESOLVED:

To approve the Corporate Risk Register 2014/15, as set out in Appendix 1, and note the year end position on the 2013/14 Corporate Risk Register given in Appendix 2.

31/14 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED:

That the public be excluded from the meeting during consideration of Agenda Item Nos. 9, 10 and 11 to avoid the disclosure of Exempt Information under S100 (A) (4) Local Government Act 1972, Schedule 12A, Paragraph 3 "Information relating to the financial or business affairs of any particular person, (including the Authority holding that information)".

PART B

32/14 MINUTES

The Part B minutes of the last meeting of the Audit, Resources and Performance Committee held on 21 March 2014 were approved as a correct record.

The meeting ended at 11.40am.