

AGENDA ITEM No. 2

MINUTES

Meeting: **Audit, Resources and Performance Committee**

Date: 7 June 2013 at 10 am

Venue: The Board Room, Aldern House, Baslow Road, Bakewell

Chair: Mr C Pennell

Present: Mrs F Beatty, Clr A Favell, Clr C Furness, Mr Z Hamid, Clr P Harrison,
Clr Mrs G Heath, Mr R Helliwell, Clr A McCloy, Clr Mrs L Roberts,
Clr Mrs N Turner

Apologies for Absence: Clr Mrs B Beeley, Clr G Claff, Mr G Nickolds.

31/13 MINUTES OF THE MEETING HELD ON 3 MAY 2013

The Part A minutes of the meeting held on 3 May 2013 were approved as a correct record, subject to the following amendments:

- Change Mr Hamid's initial to Z
- Add Mrs F Beatty to the names of those present

32/13 PUBLIC PARTICIPATION

No-one had registered to speak.

33/13 MEMBERS DECLARATIONS OF INTEREST

There were no declarations of interest from Members.

34/13 EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

That the public be excluded from the meeting during consideration of Agenda Item Nos. 7 and 8 to avoid the disclosure of Exempt Information under S100 (A) (4) Local Government Act 1972, Schedule 12A, Paragraph 1 "Information relating to any individual", Paragraph 2 "Information which is likely to reveal the identity of an individual", Paragraph 3 "Information relating to the financial or business affairs of any particular person (including the authority holding that information)" and Paragraph 5 "Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings."

PART B

35/13 7. EXEMPT MINUTES OF THE MEETING HELD ON 3 MAY

The revised, tabled exempt minutes of the meeting held on 3 May 2013 were approved as a correct record subject to the following amendments:

- Add Mrs F Beatty and Cllr A McCloy to the names of those present
- Remove Cllr A McCloy from the list of apologies

It was noted that although a report on the North Lees Estate had been proposed to be taken to the July meeting of the Audit, Resources and Performance Committee, the Chair and the Assistant Director for Land Management had agreed that more time was needed and that the report would be brought to the September 2013 meeting instead.

8. INTERNAL AUDIT REPORT BLOCK 3, 2012/13 (A1362/7/PN)

The Internal Auditors were represented by Lee Glover and David Long.

Mr Glover introduced the Internal Audit Report.

He noted that in line with the target date the Authority had agreed the membership of a steering group for the new IT Strategy. A new Assistant Director of Enterprise and Field Services had just been appointed and would be a member of the steering group.

RESOLVED:

That the third internal audit report (Block 3) for 2012/13 be received and the management response considered.

PART A

36/13 9. INTERNAL AUDIT 2012/13 ANNUAL REPORT (A1362/7/RMM)

The Internal Auditors were represented by Lee Glover and David Long.

The Chair congratulated staff on achieving the Authority's agreed objectives on risk management, governance and control. It was noted that the draft Annual Governance Statement was about to be finalised.

RESOLVED:

That the 2012/13 annual report from the internal auditors at Appendix 1 and the positive assurance given on the Authority's arrangements for effective risk management, governance and control processes be accepted.

37/13 10. INTERNAL AUDIT STRATEGY 2013/14 – 2015/16 AND PLAN FOR 2013/14 (A1362/7/RMM)

The Internal Auditors were represented by Lee Glover and David Long.

Mr Glover reminded the meeting of the considerations as stated on page 4 of the Internal Audit Strategy before giving an overview of the Key Findings.

It was noted that at the request of members the plan for 2014/15 would include the Asset Management Plan and the Moors for the Future Business Plan.

RESOLVED:

That the proposed internal audit strategy for 2013/14 -2015/16 and plan for 2013/14 as given in Annex 1 be approved.

38/13 11. SPECIFIC RESERVES (A13392/JNF)

The Head of Finance introduced the report.

Members queried the potential allocation of £40K for the repair of the water-feature roof at the Moorland Centre in Edale. Under the scheme of delegation the expenditure would normally be authorised by the Assistant Director and the Head of Finance. However, a proposal that in this particular case a business case should be brought to Audit, Resources and Performance Committee was moved, seconded, voted upon and carried.

RESOLVED:

- 1. That the Committee notes the objectives set out for each reserve and endorses the current policy except as indicated in resolution 2.**
- 2. That the use of the Visitor Services reserve for the repair of the water-feature roof at the Moorland Centre be subject to a Member decision once a business case has been produced .**

A short break was taken at 11.15am. Clr A Favell joined the meeting.

39/13 12. 2013-2013 OUTTURN (A137/22/PN)

The Chair congratulated Officers on the positive out turn. He asked the Chief Finance Officer/Head of Finance to prepare an analysis of slippage requests to be submitted to the Budget Monitoring Group for consideration.

RESOLVED:

- 1. That the Outturn be noted and that the slippage requests and specific reserve appropriations shown in Appendix D be approved.**
- 2. That the surplus of £186,000 detailed in paragraph 9 be noted, for 2014-15 priorities, subject to Member decisions on its allocation.**

40/13 13. CORPORATE PERFORMANCE REPORT (A91941/NAW)

The Officer made amendments to Paragraphs 8 and 9 of the report as follow:

Paragraph 8

- Delete the final sentence of section a)
- Change the date of the Performance and Business Plan from 2012/13 to 2013/14
- Delete section b)

Paragraph 9

- Change the date in the first line from 2011/12 to 2012/13
- Change the date of the Performance and Business Plan from 2012/13 to 2013/14
- Change the date in the last sentence from 2011/12 to 2012/13 and delete the words “and the proposed indicators for closer monitoring for 2012/13”

Members considered the information on each of the Corporate Objectives. Officers were asked to monitor performance particularly on Objective 4 in respect of climate change, as the current Climate Change Co-ordinator would be leaving the Authority.

RESOLVED:

- 1. That the Quarter 4 Corporate Performance Return given in Appendix 1, including Corporate and Family Indicator Tables 2012/13 for inclusion in the 2013/14 Performance and Business Plan be approved.**
- 2. That the proposed ‘Performance during 2012-13 Summary’ section shown as Appendix 2, to go into the Performance and Business Plan, be approved.**
- 3. That the amendments to the complaints procedure given in paragraph 10 be agreed.**

41/13 14. CORPORATE RISK REGISTER 2013/14 (A91941)

The Director gave the following updates:

At the pre agenda meeting when the draft reports were considered, the Chair had asked that a risk in relation to “failure to meet public expectations on vehicular access” be reinstated on the Risk Register – primarily because the key officer for this work was on a Fixed Term contract. The Director confirmed that this risk would be reinstated with the following comments:

- The “existing controls” would include policy, resources and consultative forums in place.
- The risk rating would be “medium impact”, “likelihood low”, giving an overall green status.
- “Additional mitigating action” would be to reconsider resources in the Autumn of 2013 as part of the Authority’s budget planning.

The Director added to the Risk Description for Corporate Objective 2 on page 2 of Appendix 1 so that it would read:

- “Lower take up of agri-environment schemes due to uncertainty with regard to CAP reform and transitional arrangements with considerable impact on National Park purposes.”

It was noted that the Chief Executive would lead a programme of meetings with partners in respect of the production of a Moors for the Future Business Plan. The time frame for production of the Plan was that it should be in place by August 2013.

RESOLVED:

That the Corporate Risk Register 2013/14, as given in Appendix 1, be approved taking account of the year end position on the 2012/13 Corporate Risk Register given in Appendix 2.

42/13 MICRO SCRUTINY OF ENFORCEMENT (A114/JRS)

The Director of Planning and the Monitoring and Enforcement Team Manager were present for this item.

The report confirmed what actions had been taken in response to the recommendations of the micro-scrutiny of enforcement. Members expressed appreciation to Officers for their response to the recommendations and moved a proposal that a timetable for an early review of accommodation within Aldern House should be agreed, with the objective of amalgamating the Monitoring and Enforcement Team with the rest of the Planning Service.

RESOLVED:

- 1. That the report be noted and the Monitoring and Enforcement Team be thanked.**
- 2. That the team of Members be thanked for their engagement in this micro-scrutiny process.**
- 3. That the Committee would like to see as soon as possible a timetable for an early accommodation review which inter alia would lead to the colocation of enforcement and development planning.**

The meeting ended at 12.45pm.