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## MINUTES

Meeting: **Audit Resources & Performance Committee**

Date: Friday 19 January 2018 at 10.00 am

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

Chair: Cllr A McCloy

Present: Mrs P Anderson, Mrs F Beatty, Mr J W Berresford, Cllr A R Favell,  
Cllr C Furness, Mr Z Hamid, Cllr Mrs G Heath, Cllr C McLaren and  
Cllr J Perkins

Cllr Mrs L C Roberts and Cllr D Chapman  
attended to observe and speak but not vote.

Apologies for absence: Cllr J Atkin, Cllr Mrs N Turner, Cllr B Woods and Mr P Ancell.

### **1/18 MINUTES OF PREVIOUS MEETING 03/11/2017**

The minutes of the last meeting of the Audit, Resources and Performance Committee held on 3 November 2017 were approved as a correct record.

### **2/18 PUBLIC PARTICIPATION**

No one had given notice to make representations under the public participation at meetings scheme.

### **3/18 MEMBERS DECLARATIONS OF INTEREST**

There were no Member declarations of interests.

### **4/18 URGENT BUSINESS**

There were no items of urgent business for the Committee to consider.

### **5/18 EXTERNAL AUDIT - 2017/18 AUDIT PLAN (DH)**

John Cornett, Director, and Katie Scott, Manager, from KPMG external auditors were present at the meeting to present the 2017/18 External Audit Plan.

John Cornett introduced the report and drew Members' attention to the summary of the report regarding two significant risks relating to valuation of property, plant and equipment and pension liabilities. The summary also referred to financial statements, materiality and value for money arrangements. It was noted that KPMG would perform

the audit relating to the 2017/18 financial year and then new auditors, Mazars LLP will be taking over.

*10.07 Cllr Gill Heath joined the meeting.*

*10.08 Cllr Tony Favell joined the meeting.*

Officers confirmed that initial contact had been made with the new auditors. The Director of Corporate Strategy and Development and the Chair both thanked KPMG for the great service the Authority had received from them.

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

**RESOLVED:**

**The 2017/18 External Audit Plan was considered and acknowledged.**

**6/18 INTERNAL AUDIT REPORT BLOCK 1, 2017/18 (A1362/7/PN)**

Ian Morton from Veritau, Internal Auditors, was present to introduce the report of the internal auditors' recommendations for the first block of the 2017/18 audit and the agreed actions for considerations. The report referred to three areas covered under Block 1 which were risk management, performance management and procurement.

In response to Members' queries the Director of Conservation and Planning confirmed that the risk management issue regarding responsible officers had been addressed. With regard to the issues raised under performance management the Director of Corporate Strategy and Development stated that the Authority had recently been re-assessed against the Investors in People (IIP) standard and had received the IIP award for another eighteen months. It was noted that the Joint Performance and Achievement Review (JPAR) process had been affected by the recent re-structuring and post vacancies, however the timetable for JPARS had recently been changed and it was hoped that a much better response would be received this year. It was also noted, with regard to the issues raised under procurement, that as well as trialling a new scoring system for tenders the potential use of an electronic system that could help improve the tender process was being considered.

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

**RESOLVED:**

**The internal audit reports for the three areas covered under Block 1 for 2017/18, as set out in the Appendices 1 – 3 in the report, were received and the agreed actions considered and noted.**

**7/18 RISK MANAGEMENT POLICY (A91941/HW)**

The Committee considered the report on the revised Risk Management Policy and supporting documents.

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

**RESOLVED:**

**The updated Risk Management Policy in Appendix 1 of the report, the Risk Register template in Appendix 2 of the report and the Risk Scoring Guide in Appendix 3 of the report were approved.**

**8/18 2017 - 2018 QUARTER 3 CORPORATE PERFORMANCE & RISK MANAGEMENT REPORT ( A91941/HW)**

Members considered the report which provided monitoring information at the end of Quarter 3 for review of performance against the second year of the Corporate Strategy together with monitoring of the corporate risk register, Freedom of Information and Environmental Information Regulations requests and complaints.

In response to Members' queries regarding the progress of the Charity Vehicle the Director of Commercial Development and Outreach explained the background to the setting up of the Working Group and the process they had followed and that they would be reporting back to the Authority in May. The process had included looking at good practice elsewhere and risks. The Chief Executive confirmed that the Charity Vehicle was being progressed in accordance with Members' instructions.

It was noted that future quarterly reports needed to avoid abbreviations and give fuller explanations of progress.

*11.16 Cllr C Furness joined the meeting.*

The recommendations as set out in the report were moved, seconded, voted on and carried.

**RESOLVED:**

- 1. The Quarter 3 Corporate Performance Return given in Appendix 1 of the report was reviewed and any actions to address issues agreed.**
- 2. The Q3 Corporate Risk Register given in Appendix 2 of the report was reviewed and status of risks accepted.**
- 3. The status of Q3 Complaints and Freedom of Information and Environmental Information Regulations requests given in Appendix 3 of the report were noted.**

**The meeting adjourned at 11.19 for a short break and reconvened at 11.26.**

**9/18 DEFRA PEATLAND RESTORATION FUND PROJECT (MSC)**

The Head of Programme Delivery – Moors for the Future Partnership and the Conservation and Land Management Project Manager were present to introduce the report and give a PowerPoint presentation on the background and aims of the Defra Peatland Restoration Fund project. It was noted that the project was part of the new Defra 25 year Environment Plan.

Members welcomed the report and were supportive of the proposals. Mrs P Anderson offered the benefit of her work experience to the project. Cllr D Chapman, Chair of the Moors for the Future Partnership Group, thanked Mrs Anderson for her offer of

assistance and thanked the Team for all their hard work on this project. The recommendations as set out in the report were moved, seconded, voted on and carried.

**RESOLVED:**

- 1. The Audit Resources and Performance Committee approved the request to deliver the project.**
- 2. The Audit Resources and Performance Committee supports the application to undertake the Peatland Restoration Project and accepts the grant from Defra of up to £4.83 million to deliver the project.**
- 3. The contracting details with Defra will be signed by the CEO in consultation with the Head of Programme Delivery, Moors for the Future Partnership, the Chief Finance Officer and the Head of Law.**
- 4. The Authority may, subject to compliance with its procurement standing orders, enter into contracts for the delivery of the project.**

**10/18 STRATEGIC ASSET MANAGEMENT AND OPERATIONAL FINANCIAL PERFORMANCE OF THE PROPERTY ASSETS (2017/18) (CBM)**

The Corporate Property Officer introduced the report on the proposed approach to Asset Management and which also included the operational financial performance of the property assets.

Cllr T Favell, the Member Representative for Asset Management, welcomed the report and thanked the Corporate Property Officer and the team for their work on this issue.

In response to Members' queries the Corporate Property Officer stated that he would be considering how to keep Members updated including possible workshops or site visits. The suggestion of possible community involvement in woodlands was noted.

The recommendations as set out in the report were moved, seconded, voted on and carried.

**RESOLVED:**

- 1. Members noted and approved the proposed approach to strategic asset management and the production of a refreshed Asset Management Plan over the next 3 years.**
- 2. Members noted the current operational financial performance of the property assets.**

**11/18 WOODLAND DISPOSAL PROJECT - PROPOSED EARLY RELINQUISHMENT OF LEASEHOLD INTERESTS IN WOODLANDS (BR)**

The Rural Surveyor introduced the report which requested approval to negotiate, where possible, the relinquishment of leasehold interests in woodlands.

In response to Members' queries the Rural Surveyor confirmed that the Authority's Ecologists had been consulted and no concerns had been raised over the proposed woodlands for relinquishment, identified as coloured orange in Appendix 1 of the report.

The recommendation as set out in the report were moved, seconded, voted on and carried.

**RESOLVED:**

**To authorise the Director of Commercial Development and Outreach in consultation with the Chair and Vice Chair of Audit, Resources and Performance Committee, Head of Finance and Head of Law to surrender, assign or sublet leases of woodlands where possible in relation to the 10 leasehold woods identified in Appendix 1 of the report (coloured orange) and the remaining leasehold woodlands shown in Appendix 1 of the report (coloured yellow) if they become identified for disposal in similar manner.**

**12/18 EXEMPT INFORMATION S100(A) LOCAL GOVERNMENT ACT 1972**

**RESOLVED:**

**That the public be excluded from the meeting during consideration of Agenda Item No. 14 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**

**SUMMARY:**

13/18 Warslow Moors Estate - Restoration of Traditional Barn and Provision of New Estate Base (CBM)

The meeting ended at 12.50 pm