



**MINUTES OF MEETING of the RESOURCES AND AUDIT COMMITTEE held within the Council Chamber, Greenfield, Alloa, FK10 2AD, on THURSDAY 26 SEPTEMBER 2013 at 10.00 am.**

**PRESENT**

Councillor Archie Drummond, Convenor (In the Chair)  
Councillor Donald Balsillie  
Councillor Janet Cadenhead  
Councillor Craig Holden  
Councillor Kathleen Martin  
Councillor Bobby McGill  
Councillor Jim Stalker  
Councillor Gary Womersley

**IN ATTENDANCE**

Nikki Bridle, Director of Finance and Corporate Services  
David Thomson, Solicitor, Legal Services (Clerk to the Committee)  
Stephen Crawford, Head of Facilities Management  
Stuart Crickmar, Head of Strategy and Customer Services  
Ahsan Khan, Head of Housing and Community Safety  
Julie Burnett, Support Services Manager  
Iain Burns, Team Leader, Internal Audit  
Martin Dunsmore, Accounting and Budgeting Manager  
Cherie-Ann Jarvie, Strategy and Performance Manager  
Susan Mackay, Revenues and Payments Manager  
Richard Saunders, Audit and Fraud Team  
Liz Shaw, Chief Accountant  
Michael Boyle, Education Business Support Manager

**Also Attending**

Lindsay Robertson, Audit and Assurance Manager, Deloitte. (Agenda Item 04)  
Jim Boyle, Senior Statutory Auditor, Deloitte. (Agenda Item 04)

**RA.68            APOLOGIES**

None

**RA.69            DECLARATIONS OF INTEREST**

None

**RA.70 MINUTES OF MEETINGS:**

**(i) RESOURCES AND AUDIT COMMITTEE - 20 JUNE 2013**

The minutes of the meeting of the Resources and Audit Committee held on Thursday 20 June 2013 were submitted for approval.

**Decision**

The minutes of the meeting of the Resources and Audit Committee held on Thursday 20 June 2013 were agreed as a correct record and signed by the Convenor.

**(ii) RESOURCES AND AUDIT SUB-COMMITTEE - 12 JUNE 2013**

The minutes of the meeting of the Resources and Audit Sub-Committee held on Wednesday 12 June 2013 were submitted for approval.

**Decision**

The minutes of the meeting of the Resources and Audit Sub-Committee held on Wednesday 12 June 2013 were agreed as a correct record and signed by the Convenor.

**RA.71 EXTERNAL AUDIT FINAL REPORT TO MEMBERS ON THE 2012/13 AUDIT**

A report which presented Committee with the report by the Council's external auditors on the 2012/13 audit was submitted by the Director of Finance and Corporate Services. The report represented the completion of the second year of Deloitte's audit appointment.

The Committee heard from Mr Jim Boyle, Senior Statutory Auditor, and Mr Lindsay Robertson, Audit and Assurance Manager, Deloitte, and had opportunity to put questions to Mr Boyle and Mr Robertson.

**Motion**

That Committee agrees the recommendations set out at paragraphs 2.1 and 2.2 of the report.

Moved by Councillor Archie Drummond. Seconded by Councillor Donald Balsillie.

**Decision**

The Committee agreed unanimously to :

- (1) note the information set out in the External Audit report, and
- (2) commend the final amended Accounts for 2012/13 to Council for approval.

**Action**

Director of Finance and Corporate Services

## **RA.72            INTERNAL AUDIT AND FRAUD PROGRESS REPORT**

A report which provided an update on work completed from the Internal Audit and Fraud Annual Plan 2013/14 as approved by the Resources and Audit Committee on 2 May 2013, in accordance with Financial Regulations, was submitted by the Internal Audit and Fraud Team Leader.

The report also provided an update on the progress of implementation of recommendations to 30 June 2013 by officers from previous Internal Audit reports.

### **Motion**

That Committee agrees the recommendations set out in the report.

Moved by Councillor Archie Drummond. Seconded by Councillor Janet Cadenhead.

### **Decision**

Having commented on and challenged the report and progress made on the Internal Audit and Fraud Annual Plan 2013/14, the Committee agreed to note the information set out in the report.

## **RA.73            ANNUAL FRAUD REPORT 2012/13**

A report which provided members with an update on the work that was undertaken during 2012-13 in relation to fraud was submitted by the Internal Audit and Fraud Team Leader

### **Motion**

That Committee agrees the recommendations set out in the report.

Moved by Councillor Archie Drummond. Seconded by Councillor Donald Balsillie.

### **Decision**

Having commented on and challenged the report, the Committee agreed to note the information set out in the Annual Fraud Report 2012/13.

## **RA.74            CORPORATE PLAN: TAKING CLACKMANNANSHIRE FORWARD, ANNUAL REVIEW**

A report which provided the Committee with an update on progress of the Council's Corporate Plan 2012-17, Taking Clackmannanshire Forward, was submitted by the Head of Strategy and Customer Services. Appendix A to the report presented a summary of progress against each priority action set out in the Corporate Plan.

### **Motion**

That Committee agrees the recommendations set out in the report.

Moved by Councillor Archie Drummond. Seconded by Councillor Gary Womersley.

### **Decision**

Having commented on and challenged the report, the Committee agreed to note the information set out in the report.

## **RA.75 COUNCIL FINANCIAL PERFORMANCE 2013/14**

A report which provided the Committee with an update on the financial performance of the Council to date in respect of both revenue and capital spend for the current financial year 2013/14. The report also set out projected outturns up to March 2014.

### **Motion**

That Committee agrees the recommendations set out in the report.

Moved by Councillor Archie Drummond. Seconded by Councillor Craig Holden.

### **Decision**

Having commented on and challenged the report, the Committee agreed unanimously to note:

- (i) the forecast general fund revenue overspend for the year of £0.395m.
- (ii) the progress on delivering 75% of the planned savings in the year.
- (iii) the progress on delivering the political initiatives.
- (iv) the favourable outturn of £0.733m forecast on the Housing Revenue Account.
- (v) the underspend on General Services capital of £1.928m of which £0.362m are savings in delivery of programme with remainder carried forward to 2014/15.
- (vi) the underspend on HRA capital of £0.776m

## **RA.76 RISK BASED SCRUTINY REVIEWS - PROGRESS UPDATE**

A report which provided Committee with a progress update on work on reviews of Vulnerable Families/Groups and Community Engagement was submitted by the Head of Strategy and Customer Services. On 6 December 2013, the Resources and Audit Committee agreed the scope of the two reviews.

### **Motion**

That Committee agrees the recommendation set out in the report.

Moved by Councillor Archie Drummond. Seconded by Councillor Craig Holden.

### **Decision**

Having commented on and challenged the report, the Committee agreed to note the information set out in the report.

**RA.77                    SUPPORT SERVICES FINANCE AND PERFORMANCE REPORT  
01/04/13-30/06/13**

A paper which reported Support Services performance for the first quarter of 2013/14 and highlighted service activity, achievements and performance between April and June 2013 was submitted by the Senior Support Services Manager. The report also included financial performance with the aim of providing a complete overview of performance for Quarter 1.

**Motion**

That Committee agrees the recommendations set out in the report.

Moved by Councillor Archie Drummond. Seconded by Councillor Donald Balsillie.

**Decision**

Having commented on and challenged the report, the Committee agreed to note the information set out in the report.

**RA.78                    STRATEGY AND CUSTOMER SERVICES PERFORMANCE AND  
FINANCE REPORT**

A report which updated Committee on the performance and finance position for Strategy and Customer Services for the first Quarter of 2013/14 was submitted by the Head of Strategy and Customer Services. The performance element of the report related to the service's Business Plan for 2013/14.

**Motion**

That Committee agrees the recommendations set out in the report.

Moved by Councillor Archie Drummond. Seconded by Councillor Gary Womersley.

**Decision**

Having commented on and challenged the report, the Committee agreed to note the information set out in the report.

ENDS 12.35 pm

