

**THE MINUTES OF THE MEETING OF THE
AUDIT SCRUTINY COMMITTEE
HELD ON TUESDAY, 18 APRIL, 2006**

Present: Councillor G Pinkney (Chair)

Councillors E Bell, Mrs G Bleasdale, A
Collinson, R Davison, H High, D Myers,
and Mrs M Nugent

Apologies: Councillors M Nicholls and P Stradling

1 **THE MINUTES OF THE LAST MEETING** held on 27 March, 2006, a copy of which had been circulated to each Member, were confirmed.

2 **MATTER ARISING FROM THE MINUTES**

(i) **Quarterly Performance Report against Best Value Performance Indicators (BVPI's) - Minute numbered 2(i) refers**

S Gwilym, Scrutiny Support Manager advised that at the last meeting of the Committee the Head of Democratic Services and Administration and the Head of Planning and Building Control Services reported on BVPI 179 Percentage of Standard Searches carried out in 10 working days. Since that meeting information had been received from the Office of the Deputy Prime Minister that this Performance Indicator was no longer statutory. However, in view of the past problems experienced it was suggested that it be retained as a Local Performance Indicator and monitored throughout the year by the Audit Committee.

AGREED that the information given, be noted and the indicator be retained as a Local Performance Indicator within the Democratic Services and Administration Unit and monitored throughout 2006/7.

3 **THE MINUTES OF THE MEETING OF THE EXECUTIVE** held on 4 April, 2006, a copy of which had been circulated to each Member, were submitted.

RESOLVED that the information contained within the Minutes, be noted.

4 **PUBLIC QUESTION AND ANSWER SESSION**

There were no members of the public present.

5 **WORK PROGRAMME ISSUES**

(i) **Review of Masterpiece IT Controls - Audit Commission Report**

Consideration was given to the report of the Director of Finance and Corporate Services which gave details of an Audit Commission Report produced following a review of the Council's main accounting system, a copy of which had been circulated to each Member.

Audit Scrutiny Committee – 18 April, 2006

T Bell, Director of Finance and Corporate Services advised that the report focused on the Masterpiece computer software fundamental system which provided the financial information to control and complete financial statements for the Council.

The Commission had acknowledged the Council's priority of achieving the e-government target by December 2005 and the Priority Service Outcomes over the next six months.

Over the last three to four years several new systems had been introduced to deliver the e-government Agenda. Major systems had to be upgraded including Revenues and Benefits and Salaries and Wages, and the Information Services Unit had also supported the implementation of the Orchard system for the Housing Service.

In the annual Audit and Inspection Letter the Audit Commission had assessed the IT controls that supported the masterpiece accounting system as satisfactory with no significant weaknesses. In the Council's Use of Resources assessment maintaining sound systems of internal control were identified as a key strength.

Officers had considered and agreed the Action Plan as set out in the report.

Members sought an assurance that the targets identified were achievable by the dates specified. Specific reference was made to Recommendation R2 which had no target date assigned to it. This recommendation related to the need to establish or reinforce the corporate process for user access management that encapsulated both corporate infrastructures/systems and applications, including leaver administration.

B Nicholson, Head of Information Services advised that the Council had procedures in place to inform the IT Section of new employees in order to set up security access and discussions were ongoing to establish a formal process for leavers. He agreed to set a target date in consultation with the Personnel Section for inclusion in the Action Plan.

AGREED that the information given, be noted.

6 COMMUNICATION AND PUBLICITY

There were no items to report.

7 ANY OTHER BUSINESS

(i) Group Repair Schemes

The Chair advised that this outstanding item of business would be taken on board by the newly established Audit Committee.

AGREED that the information given, be noted.

At the close of business, the Chair advised that this was the last meeting of Audit Scrutiny Committee and thanked Members for their contribution and work over the years.

Audit Scrutiny Committee – 18 April, 2006

JE/MC/COM/AUD/060402
28 April 2006