

COUNCIL

Friday,
28 September 2007
11.00 a.m.

Council Chamber,
Council Offices,
Spennymoor

AGENDA and REPORTS



01388 816166



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العربية (Arabic)

إذا أردت المعلومات بلغة أخرى أو بطريقة أخرى، نرجو أن تطلب ذلك منا.

বাংলা (Bengali)

যদি আপনি এই ডকুমেন্ট অন্য ভাষায় বা ফরমেটে চান, তাহলে দয়া করে আমাদেরকে বলুন।

(中文 (繁體字)) (Cantonese)

如欲索取以另一語文印製或另一格式製作的資料，請與我們聯絡。

हिन्दी (Hindi)

यदि आपको सूचना किसी अन्य भाषा या अन्य रूप में चाहिये तो कृपया हमसे कहे

polski (Polish)

Jeżeli chcieliby Państwo uzyskać informacje w innym języku lub w innym formacie, prosimy dać nam znać.

ਪੰਜਾਬੀ (Punjabi)

ਜੇ ਇਹ ਜਾਣਕਾਰੀ ਤੁਹਾਨੂੰ ਕਿਸੇ ਹੋਰ ਭਾਸ਼ਾ ਵਿਚ ਜਾਂ ਕਿਸੇ ਹੋਰ ਰੂਪ ਵਿਚ ਚਾਹੀਦੀ, ਤਾਂ ਇਹ ਸਾਥੋਂ ਮੰਗ ਲਓ।

Español (Spanish)

Póngase en contacto con nosotros si desea recibir información en otro idioma o formato.

اردو (Urdu)

اگر آپ کو معلومات کسی دیگر زبان یا دیگر شکل میں درکار ہوں تو برائے مہربانی ہم سے پوچھیے۔

AGENDA

1. APOLOGIES

2. DECLARATIONS OF INTEREST

To notify the Mayor of any items that appear later in the agenda in which you may have an interest.

3. MINUTES

To confirm as a correct record the Minutes of the meeting held on 27th July 2007 (Pages 1 - 6)

4. MAYOR'S ANNOUNCEMENTS

5. STATEMENT OF ACCOUNTS (FOR YEAR ENDED 31ST MARCH 2007)

Report of Director of Resources (Pages 7 - 36)

6. REVIEW OF POLLING DISTRICTS AND POLLING PLACES

Report of Chief Executive (Pages 37 - 42)

7. REPRESENTATION ON OUTSIDE ORGANISATIONS

Report of Chief Executive (Pages 43 - 44)

EXEMPT INFORMATION

The following item is not for publication by virtue of Paragraph 1 of Part 1 of Schedule 12 A of the Local Government Act 1972. As such it is envisaged that an appropriate resolution will be passed at the meeting to exclude the press and public.

8. NEIGHBOURHOOD SERVICES ESTABLISHMENT

Report of Chief Executive and Director of Neighbourhood Services (Pages 45 - 48)

B.Allen
Chief Executive

Council Offices
SPENNYMOOR

20th September 2007

Councillor Mrs. S. J. Iveson (Mayor) and

All other Members of the Council

ACCESS TO INFORMATION

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Liz North 01388 816166 ext 4237 email:enorth@sedgefield.gov.uk

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Item 3

SEDGEFIELD BOROUGH COUNCIL

Council Chamber,
Council Offices,
Spennymoor

Friday,
27 July 2007

Time: 11.00 a.m.

Present: Councillor Mrs. S. J. Iveson (Mayor) and

Councillors Mrs. A.M. Armstrong, B.F. Avery J.P, W.M. Blenkinsopp, D.R. Brown, V. Chapman, D. Chaytor, Mrs. P. Crathorne, Mrs. L. M.G. Cuthbertson, T.F. Forrest, P. Gittins J.P., Mrs. B. Graham, A. Gray, G.C. Gray, Mrs. I. Hewitson, J.E. Higgin, A. Hodgson, T. Hogan, Mrs. L. Hovvels, G.M.R. Howe, J.G. Huntington, Mrs. H.J. Hutchinson, Ms. I. Jackson, J.M. Khan, B. Lamb, Mrs. E. Maddison, C. Nelson, B.M. Ord, Mrs. E.M. Paylor, Mrs. C. Potts, J. Robinson J.P, A. Smith, B. Stephens, K. Thompson, T. Ward, W. Waters and Mrs E. M. Wood

Apologies: Councillors Mrs. D. Bowman, T. Brimm, J. Burton, Mrs. K. Conroy, V. Crosby, D. Farry, Mrs. J. Gray, B. Haigh, Mrs. S. Haigh, D.M. Hancock, D.A. Newell, A. Warburton and J. Wayman J.P

C.39/07 DECLARATIONS OF INTEREST

No declarations of interest were received.

C.40/07 MINUTES

The Minutes of the meeting held on 29th June, 2007 were confirmed as a correct record and signed by the Mayor. (For copy see file of Minutes).

C.41/07 MAYOR'S ANNOUNCEMENTS

The Mayor reported that she had attended 25 functions and events since the Annual Meeting of Council held on 18th May, 2007. These included one diamond wedding, three golden weddings, an academic awards ceremony held at the Council offices, a welcome to delegation from Rheinhausen and the Annual Durham Miners Gala on 14th July.

The Mayor had also held a charity stall at Newton Aycliffe market, which had raised a total of £312.40 for her chosen charity appeal.

The Deputy Mayor had attended the Annual General Meeting of the County Durham and Darlington Acute Hospitals Patient and Public Involvement Forum, a CAVOS Volunteer Award Evening at Spennymoor Town Hall and the Mayor of Peterlee's charity night at Acre Rigg Social Club.

C.42/07 ARRANGEMENTS FOR REVIEW OF THE CONSTITUTION: CHANGES TO CONTRACT PROCEDURE RULES

Consideration was given to a report of the Chief Executive setting out revised Contract Procedure Rules that had been developed following meetings of a review group of departmental representatives from across the Council and advice from the Council's Monitoring Officer. (For copy see file of Minutes).

It was explained that the Contract Procedure Rules provided a corporate framework for the procurement of all goods, services and works for the Council. They were an important part of ensuring value for money and the correct appointment of Contractors.

It was explained that the existing Contract Procedure Rules had been in place since the adoption of the Constitution in 2002. There had, however, been several significant influences impacting on Local Government Procurement activity since that time. The main influences were set out in the report.

It was reported that it was appropriate to review and improve the Contract Procedure Rules in order to further enhance the Council's ability to procure works, goods and services more effectively.

The review of the existing Contract Procedure Rules also ensured that the Council was fully compliant with recommended corporate governance arrangements issued by CIPFA and the Society of Local Authority Chief Executives (SOLCE).

A summary of the key changes to the Contract Procedure Rules was set out in the report.

- RESOLVED :**
1. *That the revised Contract Procedure Rules be approved.*
 2. *That the Council's Monitoring Officer amend the Constitution accordingly, make all necessary and consequential amendments and publish an amended version on the Council's website.*

C.43/07

ARRANGEMENTS FOR REVIEW OF THE CONSTITUTION

Consideration was given to a report of the Chief Executive relating to a further review of the Constitution for the purposes of Article 16. (For copy see file of Minutes).

It was explained that the Council's Constitution must be kept under regular review to ensure that its operation provided an efficient and effective framework for delivering the Council's aims and objectives.

It was reported that the recommendations contained in the report were based on advice from the Council's Monitoring Officer and meetings of the Constitutional Review Group.

Those areas where it was considered appropriate to make further changes were set out in the report.

RESOLVED : That the amendments set out in the Appendix be approved and the Council's Monitoring Officer be directed to: -

a) Amend the Constitution accordingly and make all necessary and consequential amendments.

b) Publish an amended version on the Council's website.

C.44/07

ANNUAL REVIEW OF CORPORATE GOVERNANCE 2006-2007

Consideration was given to a report of the Director of Resources detailing compliance with, content of and progress against the Action Plans established to develop the Council's corporate governance arrangements during the 2006/07 financial year. (For copy see file of Minutes).

Reference was made to a framework document, "Corporate Governance in Local Government: A Keystone for Community Governance" and an accompanying guidance note which had been issued by the Chartered Institute of Finance and Accountancy (CIPFA) and the Society of Local Authority Chief Executives. (SOLACE).

The guidance urged every Local Authority to: -

- Review its corporate governance arrangements against the framework.
- Prepare, adopt and maintain an up-to-date Local Code of Corporate Governance including arrangements for ensuring its implementation and application.
- Make a statement in its annual financial statement and refer to it in its Best Value Performance Plan (BVPP) on how the Council was complying with its local Code including how it monitored the effectiveness of its corporate governance arrangements in the year and any planned changes in the coming year.

Members were reminded that Council, at its Special Meeting in December, 2002, had approved the Local Code of Corporate Governance which detailed the measures that the Council would take to demonstrate how it would meet the requirements of the five dimensions of Corporate Governance. Following this an action plan had been produced to ensure that any tasks that needed to be undertaken to fully comply with the Code were identified and regular monitoring of progress against these actions was carried out. Management Team had considered this action plan.

It was noted that CIPFA and SOLACE were still reviewing and updating the original framework. The key areas that were being addressed were set out in the report.

It was reported that a draft of the new framework had been drawn up and a consultation document had been issued giving local authorities and other interested parties and opportunity to influence the outcome.

- RESOLVED :**
- 1) *That the Annual Report for 2006/07 be approved.*
 - 2) *That following the review of compliance with content of and progress against the action plans established, the Local Code of Corporate Governance, as approved by Council in December 2002, remain unchanged.*
 - 3) *That the Chief Executive continues to monitor through Management Team progress against the Corporate Governance Action Plans and further reports be submitted to Cabinet on an annual basis.*

C.45/07

ANNUAL REVIEW OF TREASURY MANAGEMENT 2006-2007

Consideration was given to a report of the Director of Resources reviewing the performance of the Council's Treasury Management activities during the 2006/07 financial year. (For copy see file of Minutes).

The report confirmed that the Council had fully complied with its approved strategy, treasury management practices and Local Code in 2006/07.

Member's attention was drawn to the following key aspects of performance in 2006/07 :-

- The policy of ensuring that long-term borrowing and the capital financing requirement were at broadly the same level with figures of £18.640m and £18.983m respectively.
- Rescheduling of £9.618m of debt during the year, replacing loan debt at 5.16% with a lower rate of 4.40%, had resulted in revenue savings of approximately £73,000 per year on interest payments.
- Average rate of return achieved on investments was 5.01% - which was 0.19% greater than the benchmark comparator of 4.82%.
- Reduction in the average rate of interest paid on external debt from 7.20% to 6.34%.
- Compliance with all prudential indicators in accordance with the Prudential Code for Capital Finance in Local Authorities.

RESOLVED : *That the performance and compliance with the approved Treasury Management Strategy in 2006/07 be noted.*

NOTICE OF MOTION

Consideration was given to the following Notice of Motion which had been submitted by Councillor B. M. Ord and seconded by Councillor K. Thompson :-

"We, the undersigned, are concerned about the reduction of the "Carelink" Services and understand that it now operates under the "Supporting People" Partnership.

The " Carelink" Service is often 'a lifeline' to both elderly and vulnerable people in both Council and private housing. Our leaflet says, "Sedgefield Carelink" Care and Re-assurance. Put yourself in safe hands. Your local 24 hour, 7 day a week, care and re-assurance service.

We are disturbed to find that elderly citizens, living on their own, may only receive a single visit per month and could receive telephone re-assurance calls. Users say they prefer to have a daily warden contact.

The risks to the elderly users are obvious and we request that a detailed report be authorised to outline the affects of these cutbacks and what can be done to restore the users confidence back into "Carelink".

A detailed presentation was given at the meeting identifying changes that had occurred to the Carelink Service, why the changes had been made, the impact of service changes on service users and providing a clear picture of the current position and where the service was going. The role of the County Council was explained.

Specific reference was made to the performance of the Carelink Monitoring and Response service over the first three months of the contract. It was reported that 2000 customer satisfaction surveys had been issued with 10% being returned. The returned surveys showed a 95-98% satisfaction rate with the service.

With regard to the emergency response rate it was noted that 95% of emergencies had been dealt with within 20 minutes and 100% had been dealt with within the contract response time of 60 minutes.

It was also highlighted that 98.5% of calls had been answered within 60 seconds.

Upon hearing the content of the presentation Councillor Mrs. E. Maddison felt it was necessary to declare a personal and prejudicial interest in this item as she was an employee of Durham County Council.

NB : In accordance with Section 81 of the Local Government Act 2002 and the Members Code of Conduct Councillor Mrs. E. Maddison declared a personal and prejudicial interest in this item as she was an employee of Durham County Council and left the meeting for the duration of the discussion and voting on the item.

The following amendment was moved by Councillor Mrs. A.M. Armstrong and seconded by Councillor Mrs. B. Graham.

'That the detailed information given at the meeting be accepted as a report on the Carelink service.'

RESOLVED: That the amendment be carried and the motion rejected.

ACCESS TO INFORMATION

Any person wishing to exercise the right of inspection, etc., in relation to these Minutes and associated papers should contact Lynsey Walker 01388 816166 ext 4237 email: lwalker@sedgefield.gov.uk

Item 5

REPORT TO COUNCIL

28th SEPTEMBER 2007

REPORT OF DIRECTOR OF RESOURCES

Portfolio: STRATEGIC LEADERSHIP

STATEMENT OF ACCOUNTS (FOR YEAR ENDED 31ST MARCH 2007)

1. SUMMARY

This report deals with the draft Annual Governance Report produced by the Audit Commission following the completion of their audit of the 2006/2007 Annual Statement of Accounts.

2. RECOMMENDATIONS

That the Statement of Accounts for the year ended 31st March 2007 as amended be recommended to Council for approval.

3. DETAIL

In June this Committee considered a report on the Statement of Accounts for the year ended 31st March 2007 prior to it being subject to audit by the Audit Commission. That report detailed the process required for the Council to approve the accounts and the steps required prior to the formal signing off by the District Auditor.

The audit has now been concluded and the Auditor has issued a draft Annual Governance Report and Final Accounts Memo has been referred to the Audit Committee who will be reviewing the document at their meeting on the 28th September. The Chair of that meeting will be making his recommendations that will be circulated to all Members of Council prior to this report being considered.

There are no material changes required to the Statement of Accounts and therefore it will not be necessary for Council to re-approve the document, however there are some non-material amendments to the statements that are detailed in Paragraphs 16 - 19 and Appendix 1 of the Annual Governance Report. Council is required to approve these minor changes that have no impact on the financial standing of the Authority

The District Auditor will now issue an Audit Certificate, on receipt of that document the Director of Resources will publish the Statement of Accounts. In order to comply with this requirement apart from producing copies of the Statement it will also be placed on the Council's website.

In addition the Council will once again be preparing a "summary of the accounts" which has been subject to stakeholder consultation and it will be distributed to all residents of the Borough as an insert in Inform.

4. RESOURCE IMPLICATIONS

There are no further resource implications arising from this report.

5. CONSULTATIONS

Comprehensive consultation has previously been held during the construction of the 2007/2008 Budget Framework. This report does not contain any proposals or recommendations requiring further consultation.

6. OTHER MATERIAL CONSIDERATIONS

6.1 *Links to Corporate Objectives/Values*

The Council's Corporate Objectives and Values have guided the preparation of the 2006/07 Budget Framework throughout. Resource availability has been fully re-assessed and directed to assist in achieving the Council's key priorities as set out in the Corporate Plan. Particular emphasis has been placed on the following Corporate Values: -

- *Be responsible with and accountable for public finances.*
- *Consult with service users, customers and partners.*

6.2 *Risk Management*

There have been no further risks identified other than those highlighted in the report to Council on the 24th February 2006.

6.3 *Health and Safety*

No additional implications have been identified.

6.4 *Equality and Diversity*

No material considerations have been identified.

6.5 *Legal and Constitutional*

The Budget Framework for 2006/2007 was prepared in accordance with the Council's Constitution. No other legal or constitutional implications have been identified.

7. OVERVIEW AND SCRUTINY IMPLICATIONS

Consultation and engagement with Overview and Scrutiny Committees has previously been held in development and review of the 2006/2007 Budget Framework.

Contact Officer: Alan Smith [Director of Resources]
Telephone No.: 01388-816166 ext. 7776
E-Mail Address: asmith@sedgefield.gov.uk

Ward: Not Ward specific
Key Decision: Validation

Background Papers:

- ~ Report to Special Council 24th February 2006 – Budget Framework 2006/2007.
- ~ Report to Council 30th June 2006- Statement of Accounts 2005-2006
- ~ Reports to Cabinet 14th September 2006- Revenue & Capital Budgetary Control Report – Position at 31st July 2006
- ~ Reports to Cabinet 16th November 2006- Revenue & Capital Budgetary Control Report – Position at 30th September 2006
- ~ Reports to Cabinet 2nd March 2007- Revenue & Capital Budgetary Control Report – Position at 31st December 2006
- ~ Reports to Audit Committee 25th June 2007- Statement of Accounts [for the year ended] 31st March 2007
- ~ Reports to Council 25th June 2007- Statement of Accounts [for the year ended] 31st March 2007
- ~ Audit Commission – Draft Annual Governance Report, Audit 2006- 2007 [19th September 2007]

Examination by Statutory Officers:

	Yes	Not Applicable
1. The report has been examined by the Council's Head of the Paid Service or his representative.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. The content has been examined by the Council's S.151 Officer or his representative.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. The content has been examined by the Council's Monitoring Officer or his representative.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Management Team has approved the report.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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Annual Governance Report

Date

Last saved: 19/09/2007 11:41:00

Annual Governance Report

Sedgefield Borough Council

Audit 2006/07

- Audit Commission descriptor to be inserted by Publishing-

Document Control

Author Paul Heppell

Filename SBC Annual Governance Report - Draft

Status of our reports

The Statement of Responsibilities of Auditors and Audited Bodies issued by the Audit Commission explains the respective responsibilities of auditors and of the audited body. Reports prepared by appointed auditors are addressed to non-executive directors/members or officers. They are prepared for the sole use of the audited body. Auditors accept no responsibility to:

- any director/member or officer in their individual capacity; or
- any third party.

Copies of this report

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Audit Commission, 1st Floor, Millbank Tower, Millbank, London SW1P 4HQ

Tel: 020 7828 1212 Fax: 020 7976 6187 Textphone (minicom): 020 7630 0421

www.audit-commission.gov.uk

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Purpose of this document

- 1 In accordance with the Audit Commission's Code of Audit Practice (the Code), this report provides a summary of the work we have carried out during our 2006/07 audit of accounts, the conclusions we have reached and the recommendations we have made to discharge our statutory audit responsibilities to those charged with governance (in this case Sedgefield Borough Council) at the time they are considering the financial statements.
- 2 In preparing our report, the Code requires us to comply with the requirements of International Standards on Auditing (United Kingdom & Ireland) – ISA (UK&I) - 260 'Communication of Audit Matters to Those Charged With Governance', by reporting to you matters relating to the audit of the financial statements. Other auditing standards require us to communicate with you in other specific circumstances including:
 - where we suspect or detect fraud;
 - where there is an inconsistency between the financial statements and other information in documents containing the financial statements; and
 - non-compliance with legislative or regulatory requirements and related authorities.
- 3 We are also required to communicate to you the Audit Commission's requirements in respect of independence and objectivity, and these are set out at Appendix 2.
- 4 This report has been prepared for presentation to the Council on 28 September 2007. Members are invited to:
 - consider the matters raised in the report before the financial statements are approved;
 - approve the representation letter on behalf of the Council and those charged with governance before we issue our opinion; and
 - consider amending the financial statements for unadjusted misstatements, significant qualitative aspects of financial reporting and any recommendations for improvement in the action plan.
- 5 Our work during the year was performed in line with the plan that we presented to you in May 2006. We have issued separate reports during the year having completed specific aspects of our programme, which are listed in Appendix 3.

Key messages

- 6 Our work on the financial statements is complete. We propose issuing an unqualified audit opinion on 28 September 2007. A draft report is attached at Appendix 4.
- 7 In our view, the Statement on Internal Control (SIC) has been prepared in accordance with proper practice specified by CIPFA and is consistent with the findings from our audit.
- 8 Our work on the Council's arrangements to secure economy, efficiency and effectiveness in its use of resources is now complete. We propose issuing an unqualified conclusion on the use of resources on 28 September 2007. A draft report is attached at Appendix 4.

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Audit status

- 9 At the date of issue of this report our detailed audit is substantially complete. Only work on the Council's Use of Resources assessment remains ongoing, and as planned, we aim to give officers feedback on outcomes from this work by the end of October 2007.
- 10 The Council has taken a positive and constructive approach to our audit and we would like to take this opportunity to express our appreciation for the Council's assistance and co-operation.

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Accounts and Statement on Internal Control

- 11 Our work on the financial statements is complete.
- 12 Auditors are required to obtain written confirmation of certain representations from management and those charged with governance before an audit report is issued, such as acknowledgement of responsibility for the fair presentation of the financial statements in accordance with the applicable financial reporting framework and responsibility for the design and implementation of internal control to prevent and detect error.
- 13 The auditor should also obtain written representations from management on matters material to the financial statements when other sufficient appropriate audit evidence cannot reasonably be expected to exist.
- 14 The final draft of the letter of representation has been attached as Appendix 5.

Unadjusted misstatements

- 15 We are required to report to you all unadjusted misstatements that we have identified during the course of our audit, other than those that are clearly trivial. There are no such instances of unadjusted misstatement to bring to your attention.

Adjustments to the financial statements

- 16 We are also required to bring to your attention misstatements that have already been corrected by management where we consider them relevant to your wider governance responsibilities. These are recorded in full at Appendix 6 but we provide an analysis of the most significant items below for your attention.
- 17 The revaluation and disposal values within the notes to the balance sheet relating to fixed assets were understated by £1,250K. This error arose as assets weren't revalued at the time of disposal, rather the difference between the existing book value in the accounts and the disposal proceeds was incorrectly accounted for as a profit or loss on disposal. Consequently:
 - the profit / loss on the income and expenditure account were overstated by £1,250K. Rather than a profit on disposal of £1,012K, the accounts now show a loss on disposal of £238K
 - there is a compensating error in the Statement of Movement in the General Fund.
- 18 The asset register and accounts omitted a jointly owned piece of land at the Gables, neighbouring Sedgefield Net-park. The value of Sedgefield's share of this land is estimated at £259K. The Council's fixed assets were understated by this value.

- 19 Since preparation and approval of the accounts by the Council, the Secretary of State announced that she was minded to implement a proposal for a single unitary council for County Durham if and when the Local Government and Public Involvement in Health Bill 2007 is enacted. This is clearly a significant post balance sheet event which warrants acknowledgement within the accounts to fully inform readers. The relevant accounting standard is ISA+570 which require disclosure if there is any uncertainty about continuing operations. Management have consequently amended the accounts to include an appropriate note disclosing developments on this issue.

Accounting practices

- 20 We are also required to report to you our view on the qualitative aspects of the Council's accounting practices and financial reporting and have set out below our observations on key issues affecting the Council.
- 21 The quality of the financial statements was good with relatively few changes being required to the accounts, despite the additional difficulty faced by all Council's in coping with the significant changes in the accounts format arising from the new Statement of Recommended Practice (SORP). However, we have identified scope for the Council to further improve the audit trail supporting its accounts through clearer referencing and indexing of working papers.

Systems of internal control

- 22 As part of our audit, we consider the systems of accounting and financial control and report to you any material weaknesses identified.
- 23 Our responsibility is not to provide a comprehensive statement of all weaknesses which may exist in internal control or of all improvements which may be made, but to address only those matters which have come to our attention as a result of the audit procedures we have performed. There are no material weaknesses in systems of accounting and financial control that have come to our attention.
- 24 We have also reviewed whether the SIC has been prepared in accordance with proper practice specified by CIPFA and is consistent with the findings from our audit. There are no matters arising.

Use of resources

Work performed

- 25 The Code requires us to reach a conclusion on whether we are satisfied that the Council has proper arrangements in place for securing economy, efficiency and effectiveness in its use of resources – the value for money conclusion. In meeting this responsibility, we review evidence that is relevant to the Council's corporate performance management and financial management arrangements across a range of criteria specified by the Audit Commission. Our work to support our conclusion comprised the following elements:
- Our most recent use of resources assessment;
 - data quality work; and
 - the best value performance plan.
- 26 Details of our conclusion for each of the criteria specified by the Audit Commission are set out in Appendix 7.

Use of resources assessment

- 27 As mentioned in paragraph 9 above, we are due to undertake our Use of Resources assessment shortly, with a view to providing feedback to officers by 31 October 2007. We will report on the outcome of this work to the Council within our Annual Audit and Inspection Letter.

Data quality work

- 28 We are currently finalising our data quality review and will report our findings to the relevant officers. We have concluded that the Council have adequate arrangements in place for ensuring data quality, and there are no significant issues that we need to report to those charged with governance.

Best value performance plan

- 29 Our work in respect of the Council's 2006/07 Best Value Performance Plan (BVPP) was reported in the 2006 annual audit and inspection letter. No recommendations were made to the Audit Commission or the Secretary of State.

Audit fee update

- 30 We reported our fee proposals as part of the Audit Plan for 2006/07. The table below reports the outturn fee against that plan:

	Plan 2006/07	Expected 2006/07
Financial statements and Statement on Internal Control	64,300	64,300
Use of Resources	35,600	35,600
Total Audit Fees	99,900	99,900
Grants certification work	18,000	Ongoing
Other work	n/a	n/a

- 31 The analysis above shows that at the present time we expect our audit fees will be contained within the totals you have already agreed
- 32 The outturn on inspection fees will be reported in the annual audit and inspection letter.

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Appendix 1 – Action plan

Page	Recommendation	Priority 1 = Low 2 = Medium 3 = High	Responsibility	Agreed	Comments	Anticipated Implementation Date
7	The Council should consider whether to approve the revision to the accounts in respect of a non-trifling error relating to the accounting treatment of assets on disposal. This error arose as assets weren't revalued at the time of disposal, rather the difference between the existing book value in the accounts and the disposal proceeds was incorrectly accounted for as a profit or loss on disposal. As a consequence the revaluation and disposal lines of the fixed assets note are understated by £1,250K, with other consequential changes	3				

Page	Recommendation	Priority 1 = Low 2 = Medium 3 = High	Responsibility	Agreed	Comments	Anticipated Implementation Date
7	The Council should consider whether to approve the revision to the accounts in respect of a non-trifling error relating to the omission from the asset register and accounts of a jointly owned piece of land at the Gables, neighbouring Sedgefield Net-park. The value of Sedgefield's share of this land is estimated at £259K.	3				
8	Under the accounting standard ISA+570 (which requires disclosure if there is any uncertainty about continuing operations), the Council should consider including a note to the accounts detailing the position with regard to the	3				

Page	Recommendation	Priority 1 = Low 2 = Medium 3 = High	Responsibility	Agreed	Comments	Anticipated Implementation Date
	possible future local government reorganisation in County Durham.					

Appendix 2 – The Audit Commission’s requirements in respect of independence and objectivity

- 1 We are required to communicate the following matters to those charged with governance:
 - the principal threats, if any, to objectivity and independence identified by the auditor, including consideration of all relationships between the Council, directors and the auditor;
 - any safeguards adopted and the reasons why they are considered to be effective;
 - any independent partner review;
 - the overall assessment of threats and safeguards; and
 - information about the general policies and processes for maintaining objectivity and independence.
- 2 We are not aware of any relationships that may affect the independence and objectivity of the audit team and which are required to be disclosed under auditing and ethical standards.

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Appendix 3 – Audit reports issued

Planned output	Planned date of issue	Actual (or expected) date of issue	Addressee
Audit plan	April 2006	June 2006	Director of Resources
Interim audit memorandum	June 2007	Sept 2007	Director of Resources
Annual governance report	Sept 2007	Sept 2007	Council
Opinion on financial statements	Sept 2007	Sept 2007	Director of Resources & Council
Value for money conclusion	Sept 2007	Sept 2007	Director of Resources & Council
Final accounts memorandum	Oct 2007	Sept 2007	Director of Resources
BVPP report	Sept 2006	Nov 2006	Council
Data quality report	Oct 2007	Oct 2007	Director of Resources
Annual audit letter 2006	March 2007	March 2007	Council
Annual audit letter 2007	March 2008	Dec 2007	Council

Appendix 4 – Proposed auditor’s report

Independent auditor’s report to the Members of Sedgefield Borough Council

Opinion on the financial statements

I have audited the financial statements of Sedgefield Borough Council for the year ended 31 March 2007 under the Audit Commission Act 1998, which comprise the Explanatory Foreword, Income and Expenditure Account, Statement of the Movement on the General Fund Balance, the Balance Sheet, the Statement of Total Recognised Gains and Losses, the Cash Flow Statement, the Housing Revenue Account, the Collection Fund, and the related notes. These financial statements have been prepared under the accounting policies set out within them.

This report is made solely to Sedgefield Borough Council in accordance with Part II of the Audit Commission Act 1998 and for no other purpose, as set out in paragraph 36 of the Statement of Responsibilities of Auditors and of Audited Bodies prepared by the Audit Commission¹.

Respective responsibilities of the Chief Finance Officer and auditors

The Chief Finance Officer’s responsibilities for preparing the financial statements in accordance with applicable laws and regulations and the Statement of Recommended Practice on Local Council Accounting in the United Kingdom 2006 are set out in the Statement of Responsibilities.

My responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

I report to you my opinion as to whether the financial statements present fairly the financial position of the Council in accordance with applicable laws and regulations and the Statement of Recommended Practice on Local Authority Accounting in the United Kingdom 2006

I review whether the statement on internal control reflects compliance with CIPFA's guidance '*The statement on internal control in local government: meeting the requirements of the Accounts and Audit Regulations 2003*' issued in April 2004. I report if it does not comply with proper practices specified by CIPFA or if the statement is misleading or inconsistent with other information I am aware of from my audit of the financial statements. I am not required to consider, nor have I considered, whether the statement on internal control covers all risks and controls. I am also not required to form an opinion on the effectiveness of the Council's corporate governance procedures or its risk and control procedures

I read other information published with the financial statements, and consider whether it is consistent with the audited financial statements. This other information comprises only Explanatory Foreword. I consider the implications for my report if I become aware of any apparent misstatements or material inconsistencies with the financial statements. My responsibilities do not extend to any other information.

Basis of audit opinion

I conducted my audit in accordance with the Audit Commission Act 1998, the Code of Audit Practice issued by the Audit Commission and International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the Council in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Council's circumstances, consistently applied and adequately disclosed.

I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming my opinion I also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In my opinion the financial statements present fairly, in accordance with applicable laws and regulations and the Statement of Recommended Practice on Local Authority Accounting in the United Kingdom 2006, the financial position of the Council as at 31 March 2007 and its income and expenditure for the year then ended.

Signed:.....

Dated:.....

Mr S Nicklin
District Auditor
Audit Commission
Nickalls House
Metro Centre
Gateshead
NE11 9NH

Conclusion on arrangements for securing economy, efficiency and effectiveness in the use of resources

Council’s Responsibilities

The Council is responsible for putting in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources, to ensure proper stewardship and governance, and to regularly review the adequacy and effectiveness of these arrangements.

Under the Local Government Act 1999, the Council is required to prepare and publish a best value performance plan summarising the Council’s assessment of its performance and position in relation to its statutory duty to make arrangements to ensure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

Auditor’s Responsibilities

I am required by the Audit Commission Act 1998 to be satisfied that proper arrangements have been made by the Council for securing economy, efficiency and effectiveness in its use of resources. The Code of Audit Practice issued by the Audit Commission requires me to report to you my conclusion in relation to proper arrangements, having regard to relevant criteria specified by the Audit Commission for principal local authorities. I report if significant matters have come to my attention which prevent me from concluding that the Council has made such proper arrangements. I am not required to consider, nor have I considered, whether all aspects of the Council's arrangements for securing economy, efficiency and effectiveness in its use of resources are operating effectively.

I am required by section 7 of the Local Government Act 1999 to carry out an audit of the Council's best value performance plan and issue a report:

- certifying that I have done so;
- stating whether I believe that the plan has been prepared and published in accordance with statutory requirements set out in section 6 of the Local Government Act 1999 and statutory guidance; and
- where relevant, making any recommendations under section 7 of the Local Government Act 1999.

Conclusion

I have undertaken my audit in accordance with the Code of Audit Practice and having regard to the criteria for principal local authorities specified by the Audit Commission and published in December 2006, I am satisfied that, in all significant respects, Sedgefield Borough Council made proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ending 31 March 2007.

Best Value Performance Plan

I issued my statutory report on the audit of the Council's best value performance plan for the financial year 2006/07 in November 2006. I did not identify any matters to be reported to the Council and did not make any recommendations on procedures in relation to the plan.

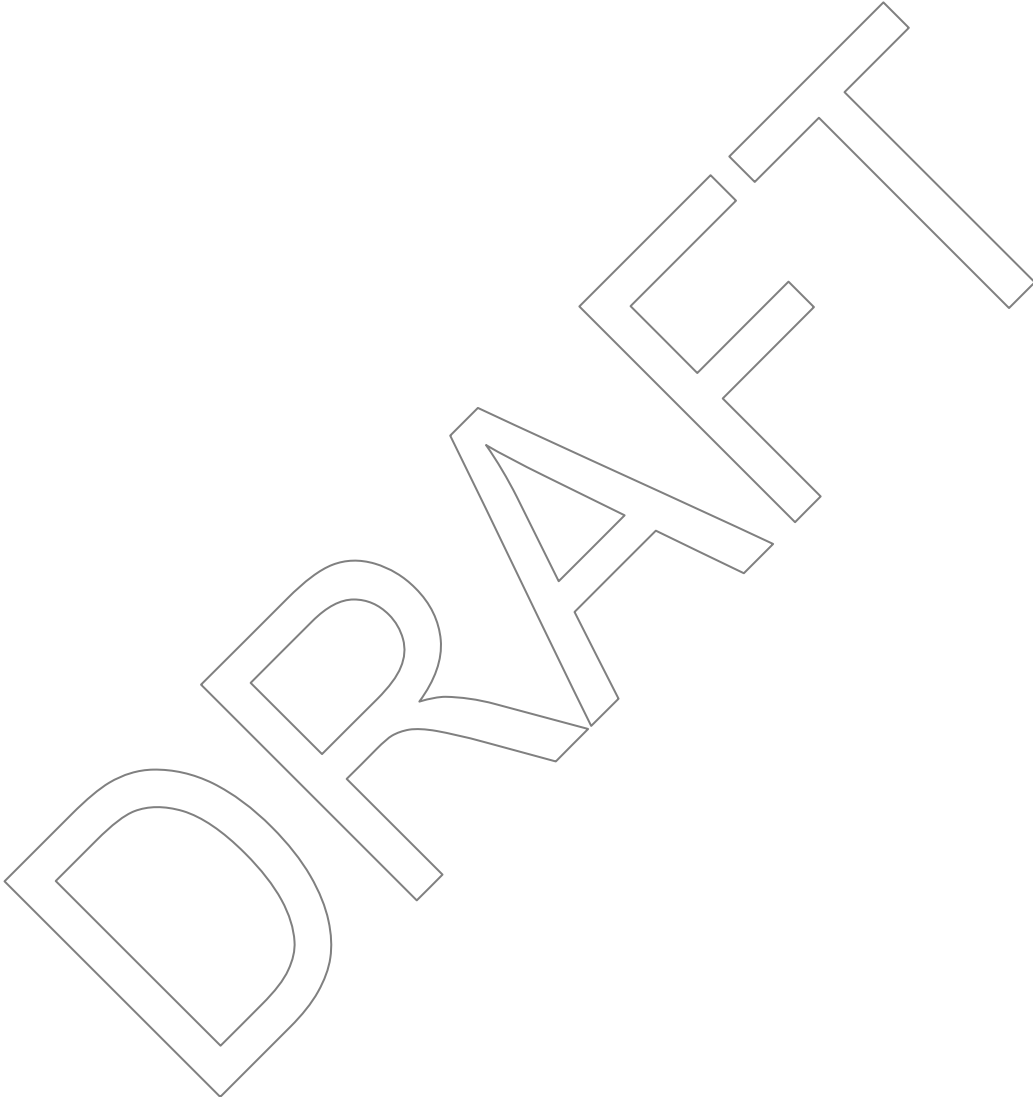
Certificate

I certify that I have completed the audit of the accounts in accordance with the requirements of the Audit Commission Act 1998 and the Code of Audit Practice issued by the Audit Commission.

Signed:.....

Dated:.....

Mr S Nicklin
District Auditor
Audit Commission
Nickalls House
Metro Centre
Gateshead
NE11 9NH



Appendix 5 – Management representation letter

To:
Steve Nicklin
District Auditor
Audit Commission
Nickalls House
Metrocentre
Gateshead

Sedgefield Borough Council - Audit for the year ended 31 March 2007

I confirm to the best of my knowledge and belief, having made appropriate enquiries of other officers and members of Sedgefield Borough Council, the following representations given to you in connection with your audit of the Council's financial statements for the year ended 31 March 2007.

I acknowledge my responsibility under the relevant statutory authorities for preparing the financial statements which present fairly and for making accurate representations to you.

The Council has no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the financial statements.

Supporting records

All the accounting records have been made available to you for the purpose of your audit and all the transactions undertaken by the Council have been properly reflected and recorded in the accounting records. All other records and related information, including minutes of all committee meetings, have been made available to you.

Related party transactions

I confirm the completeness of the information provided regarding the identification of related parties.

The identity of, and balances and transactions with, related parties have been properly recorded and where appropriate, adequately disclosed in the financial statements.

Contingent liabilities

There are no other contingent liabilities, other than those that have been properly recorded and disclosed in the financial statements. In particular:

- there is no significant pending or threatened litigation, other than those already disclosed in the financial statements;
- there are no material commitments or contractual issues, other than those already disclosed in the financial statements; and
- no financial guarantees have been given to third parties.

Law, regulations, contractual arrangements and codes of practice

There are no instances of non-compliance with laws, regulations and codes of practice, likely to have a significant effect on the finances or operations of the Council.

In all material respects, the expenditure and income disclosed in the financial statements has been applied to purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

The body has complied with all aspects of contractual arrangements that could have a material effect on the financial statements in the event of non-compliance. There has been no non-compliance with requirements of regulatory authorities that could have a material effect on the financial statements in the event of non-compliance.

Assets

The following have been properly recorded and when appropriate adequately disclosed in the financial statements:

- losses arising from sale & purchase commitments;
- agreements & options to buy back assets previously sold; and
- assets pledged as collateral.

Irregularities

I acknowledge my responsibility for the design and implementation of internal control systems to prevent and detect error.

There have been no:

- irregularities involving management or employees who have significant roles in the system of internal accounting control;
- irregularities involving other employees that could have a material effect on the financial statements; or
- communications from regulatory agencies concerning non-compliance with, or deficiencies on, financial reporting practices which could have a material effect on the financial statements.

Post balance sheet events

Since the date of approval of the financial statements by Sedgefield Borough Council, no additional significant post balance sheet events have occurred (except for the decision of the Secretary of State regarding the possible local government re-organisation in County Durham which has already been noted in the revised accounts) which would require additional adjustment or disclosure in the financial statements.

We have no plans to abandon lines of product or other plans or intentions that will result in any excess or obsolete stock and no stock is stated at an amount in excess of net realisable value.

Compensating arrangements

There are no formal or informal compensating balancing arrangements with any of our cash and investment accounts.

Signed on behalf of Sedgefield Borough Council

Signed

Name	Alan Smith	Dennis Hall	Brian Allen
Position	Director of Resources	Solicitor to Council	Chief Executive
Date	28 Sept 2007	28 Sept 2007	28 Sept 2007

Appendix 6 – Summary of adjusted misstatements

- 1 The following misstatements were identified during the course of our audit and the financial statements have been adjusted by management. We bring them to your attention to assist you in fulfilling your governance responsibilities.

Adjusted misstatements	Nature of Adjustment	Income and Expenditure Account		Balance Sheet	
		Dr £000s	Cr £000s	Dr £000s	Cr £000s
Description of Misstatement					
Dr Profit on Disposal I+E	Assets not revalued upon disposal	1250			
Cr Profit on Disposal STM			1250		
Dr Fixed assets	Omitted asset re the Gables			259	
Cr FARA					259

Appendix 7 – Value for money conclusion

- 2 The Audit Commission has published, in accordance with the Code of Audit Practice, 12 criteria on which auditors are required to reach a conclusion on the adequacy of an audited body's arrangements for economy, efficiency and effectiveness in its use of resources.
- 3 The Code criteria are linked to the use of resources assessment (UoR) key lines of enquiry (KLoEs). A score of Level 2 or higher under the KLoEs will result in an assessment that the Council has adequate arrangements in place for the purposes of the Code criteria. The Code criteria and the linked KLoEs are show in the table below.

Code Criteria	Description	Associated UoR KLoE	UoR Score (March 2007)	VFM Conclusion
1	The body has put in place arrangements for setting, reviewing and implementing its strategic and operational objectives.	N/A	N/A	Adequate
2	The body has put in place channels of communication with service users and other stakeholders including partners, and there are monitoring arrangements to ensure that key messages about services are taken into account.	N/A	N/A	Adequate
3	The body has put in place arrangements for monitoring and scrutiny of performance, to identify potential variances against strategic objectives, standards and targets, for taking action where necessary, and reporting to members.	N/A	N/A	Adequate
4	The body has put in place arrangements to monitor the quality of its published performance information, and to report the results to members.	LG DQ KLoEs	N/A	Adequate
5	The body has put in place arrangements to maintain a sound system of internal control.	4.2	3	Adequate

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6	The body has put in place arrangements to manage its significant business risks.	4.1	3	Adequate
7	The body has put in place arrangements to manage and improve value for money.	5.2	3	Adequate
8	The body has put in place a medium-term financial strategy, budgets and a capital programme that are soundly based and designed to deliver its strategic priorities.	2.1	4	Adequate
9	The body has put in place arrangements to ensure that its spending matches its available resources.	3.1	4	Adequate
10	The body has put in place arrangements for managing performance against budgets.	2.2	3	Adequate
11	The body has put in place arrangements for the management of its asset base.	2.3	3	Adequate
12	The body has put in place arrangements that are designed to promote and ensure probity and propriety in the conduct of its business.	4.3	3	Adequate

Item 6

REPORT TO COUNCIL

28TH SEPTEMBER, 2007

REPORT OF CHIEF EXECUTIVE

Portfolio: Strategic Leadership

Review of Polling Districts and Polling Places

1. Summary

- 1.1 The Electoral Administration Act 2006 requires the Council to complete a review of polling districts and polling places by the end of 2007 and at least every four years thereafter. This report explains the review process, the work carried out to date and makes recommendations regarding polling district boundaries and polling places.

2. Recommendations

- i) That the existing polling district boundaries remain unchanged.
- ii) That the polling places indicated on the schedule in Appendix A be approved.
- iii) That the Acting Returning Officers for the Sedgefield and Bishop Auckland Parliamentary Constituencies be consulted on the proposals.
- iv) That the proposals be given appropriate publicity in accordance with the legislation.
- v) That the results of the review be also applied to local government polling districts and places.

3. Background

- 3.1 Local authorities are required to divide their administrative area into polling districts for the purposes of parliamentary elections and to designate polling places for these polling districts, and to keep these under review.

- 3.2 By conducting this statutory review of polling districts and places, local authorities must demonstrate that they have, as far as is practicable, met the criteria set out in the legislation.
- 3.3 Relevant authorities must :-
- a) seek to ensure that all the electors in the constituency have such reasonable facilities for voting as are practicable in the circumstances.
 - b) seek to ensure that so far as is reasonable and practicable, the polling places they are responsible for are accessible to all electors, including those who are disabled, and when considering the designation of a polling place, must have regard to the accessibility needs of disabled persons.
- 3.4 In an ideal world electoral administrators would have the choice of a range of fully accessible buildings, conveniently located for the electors in the area. In practice, however, this is not always the case and there may be little choice available. If it is necessary to use a place where the access is not ideal then every reasonable adjustment is undertaken to provide access for all electors.

4. The Review Process

- 4.1 The legislation requires that a review of polling districts and polling places must be conducted by the end of 2007 and at least every four years thereafter.
- 4.2 The first stage of the review process is giving notice of the review and a Notice was therefore published in The Northern Echo on 13th August, 2007.

Notices were also displayed at the Council Offices, Newton Aycliffe Leisure Centre and on the Council's website. The Acting Returning Officers (ARO) of the Sedgefield and Bishop Auckland Constituencies together with the Council's access officer were also notified of the review and invited to comment.

- 4.3 This review cannot change the boundaries of parliamentary constituencies. Only the division of the constituencies into polling districts and polling places is the subject of the review. A polling district is an area created by the division of a constituency into smaller parts within which a polling place can be determined. A polling place is a building or area in which polling stations will be selected by the ARO. The Council is

responsible for dividing its area into polling districts and for designating a polling place for every polling district. The designation of polling stations is a matter for the ARO.

- 4.4 Polling districts and places for local government elections are not automatically part of this review under the 2006 Act. However polling districts and places for UK parliamentary and local government elections should always be the same so it is recommended that the results of this review be applied to local government polling districts and places also.
- 4.5 The Council is required to seek to ensure that all electors have such reasonable facilities for voting as are practicable. It must also seek to ensure that so far as is reasonable and practicable the polling places it is responsible for are accessible to all electors including those who are disabled and must take into consideration their accessibility needs.
- 4.6 The Council's current polling district and place arrangements were made on 20th December 2002 and require updating to reflect changes that have been implemented over the past 5 years.

5. Proposals

- 5.1 No requests have been received for polling district boundaries to be changed and it is therefore recommended that existing polling district boundaries be approved. All of the existing polling places have been used this year for the Borough and Parish elections in May 2007 and some for the Parliamentary By Election for the Sedgefield Constituency in July 2007.
- 5.2 Presiding Officers were requested to give an assessment of whether there was adequate access for the disabled to their Polling Places and Polling Stations and with the exception of 6 premises no problems were identified. The use of alternative rooms/ramps will assist at the 6 premises identified. The Electoral Commission in their report on the election stated " The Electoral Commission observed a number of polling stations in Sedgefield and on the whole they were fully accessible". The Council's Access Officer identified some premises which had problems with door widths and disabled access but did not identify any alternative premises.
- 5.3 A common complaint by electors is that their polling station has been moved and they find it more difficult to get to the new one. Consideration should therefore always be given as to whether a change in polling district or place will bring a benefit to the electors in any area. It is therefore recommended that the polling places indicated on the schedule in Appendix A be approved as they provide electors with reasonable

facilities for voting and so far as is reasonable and practicable, are accessible to all electors including the disabled.

6. The Consultation Stage

- 6.1 The consultation stage is for representations and comments on the proposals for polling districts and polling places. The Council is required to consult the ARO's for each of the two parliamentary constituencies in the Borough area on the proposals.
- 6.2 A notice regarding the proposals will be published in The Northern Echo and displayed at the Council Offices, Newton Aycliffe Leisure Centre and on the Council's website inviting comments from electors and other stakeholders.
- 6.3 Final proposals for the new polling districts and polling places will be produced after taking into consideration all representations received and will be reported to Council at its next meeting.

7. Resource Implications

- 7.1 There are no financial issues arising directly from this report.

8. Consultations

- 8.1 Consultations have been carried out with the A.R.Os. for the two parliamentary constituencies, and appropriate notices published in accordance with the legislation.

9. Links to Corporate Aims and Objectives.

- 9.1 The review of polling districts and polling places supports the corporate aim of increasing democracy and inclusion and the corporate objective of encouraging greater participation in local democracy.

10. Equality and Diversity

- 10.1 Publication of the Notice of the review gave all disabled groups the opportunity to submit representations regarding polling districts and places and the Council's Access Officer visited each polling place and made comment on accessibility for disabled persons.

11. Risk Management

11.1 If the Council did not carry out the review of polling districts and polling places then it would not be complying with the legislation and could be the subject of a complaint to the Electoral Commission by an individual or organization regarding that non-compliance.

11.2 The Electoral Commission could then carry out the review itself and impose its proposals on the Council.

12. Health and Safety

12.1 No additional implications have been identified.

13. Legal and Constitutional

13.1 No legal or constitutional implications have been identified other than those dealt with in the report.

Contact Officer: John Stubbs
Telephone Number: (01388) 816166 Ext. 4304
Email address: jestubbs@sedgefield.gov.uk
Ward(s)

Background Papers

Electoral Administration Act 2006
Representation of the People Act 1983
Electoral Commission Circular EC28/2007
Examination by Statutory Officers

	Yes	Not Applicable
1. The report has been examined by the Council's Head of the Paid Service or his representative.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. The content has been examined by the Council's S.151 Officer or his representative.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. The content has been examined by the Council's Monitoring Officer or his representative.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Management Team has approved the report.	<input type="checkbox"/>	<input type="checkbox"/>

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Item 7

REPORT TO COUNCIL

28TH SEPTEMBER, 2007

REPORT OF CHIEF EXECUTIVE

REPRESENTATION ON OUTSIDE ORGANISATIONS

1. SUMMARY

At the Annual Meeting of Council held on 18th May, 2007 appointments were made to a number of outside organisations (Minute No : C28/07 refers).

Resignations have however been received from representatives on the following organisations and therefore nominations are sought for the resulting vacancies: -

- Koolkash Management Board, and
- County Durham e-Government Partnership Joint Committee

In addition the Council has been invited to appoint a representative to a Joint Overview & Scrutiny Working Group relating to a review associated with the Children's Trust looking at children and young people who are not in education, employment or training, (NEET's).

The purpose of this report is to consider representation on those organizations.

2. RECOMMENDATIONS

That the Council considers representation on the following outside bodies:-

- i) Koolkash Management Board
- ii) County Durham e-Government Partnership Joint Committee
- iii) Joint Overview & Scrutiny Working Group (NEET's)

3. BACKGROUND

3.1 KoolKash Management Board

Councillors Mrs. A.M. Armstrong, Mrs. B. Graham and J. Robinson, J.P. were appointed to the Koolkash Management Board at the Annual Council Meeting held on 18th May 2007.

Councillor Mrs. A.M. Armstrong has recently resigned from that Board and it is therefore necessary to appoint a representative to the Koolkash Management Board.

3.2 County Durham e- Government Partnership Joint Committee

Councillor D.A. Newell was appointed to the County Durham e-Government Partnership Joint Committee at the Annual Council Meeting held on 18th May 2007. Councillor J.M. Khan was appointed as his nominated substitute.

Councillor D. A. Newell has recently submitted his resignation from that Committee and it is therefore necessary to appoint a representative to the Joint Committee.

3.3 Joint Overview & Scrutiny Working Group (NEET's)

the Children's Trust, working in collaboration with the County Council's Overview and Scrutiny Team, have been developing a joint overview and scrutiny arrangements to underpin the work of the Children's Trust. Children and young people not in education, employment or training (NEET's) has been identified as a crosscutting issue that would be particularly useful as an area on which to focus the efforts of overview and scrutiny.

An invitation has been received from the Chairman of Durham County Council's Overview and Scrutiny Committee and the Chairman of the Children's Trust, (who is also the Corporate Director of Children and Young People Service), to make a nomination to participate in a countywide overview and scrutiny exercise relating to children and young people not in education, employment or training, (NEET's). The Working Group will include representatives from Durham County Council, District Councils, Police Authority, voluntary and community sector and businesses.

Activities associated with the Children's Trust fall within the remit of the Cabinet member for Community Health and therefore it is suggested that representation from the Borough Council should be sought from Healthy Borough with Strong Communities O&S Committee.

Contact Officer: Liz. North, Democratic Services Officer
Telephone No: (01388) 816166, Ext. 4237
Email Address: eanorth@sedgefield.gov.uk

Background Papers

- Report to Council 18th May 2007 'Representation on Outside Organisations 2007/08
- Letter from Chairman of Durham County Council's Overview and Scrutiny Committee and Chairman of Children's Trust.

Examination by Statutory Officers

	Yes	Not Applicable
1. The report has been examined by the Council's Head of the Paid Service or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. The content has been examined by the Council's S.151 Officer or his representative	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. The content has been examined by the Council's Monitoring Officer or his representative	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. The report has been approved by Management Team	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Item 8

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A of the Local Government Act 1972.

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