

EAST DORSET DISTRICT COUNCIL

AUDIT COMMITTEE

Minutes of the Meeting held on 5th November, 2007 at 7.30 p.m.

Present:

Councillor Paul Bennett - Chairman
Councillor Ann Warman - Vice-Chairman

Present: Councillors Ray Dudman, Paul Holland and Nick Smith.

267. Apologies for Absence

Apologies for absence were received from Councillors Malcolm Birr and Pauline Reynolds.

268. Declarations of Interest

There were no declarations of interest made on this occasion.

269. Minutes

The Minutes of the meeting held on 8th October, 2007 were confirmed and signed as a correct record.

270. Presentations by the Public

There were no questions, petitions or deputations received on this occasion.

RECOMMENDATION TO POLICY AND RESOURCES

271. Review of Financial Regulations

The Chief Executive submitted a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'A' to these Minutes in the Minute Book.

Members considered the proposed update to the Council's Financial Regulations and were advised that this formed the first part of a review of the Authority's corporate governance framework. Reviews on procurement, risk control and corporate governance would be brought to a future meeting of this Committee.

Members were also advised of the following amendments to Appendix 1:

a) in the first sentence of paragraph 25.3 on page 56, the word "signed" to be replaced with "certified"; and

b) in paragraph 27.5 on page 62, it should read "...VAT de minimis calculation".

RECOMMENDED that the Financial Regulations and Financial Procedures as set out in Appendix 1 be recommended to the Policy

and Resources Committee for approval.

Voting: Unanimous

DELEGATED BUSINESS

272. **Audit Review of Cash Receipting and Income Reconciliation**

The Chief Executive submitted a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'B' to these Minutes in the Minute Book.

Members considered the report on the findings of the Internal Auditor following the review of the system for Cash Receipting and Income Reconciliation.

RESOLVED that the auditor's decision is supported.

Voting: Unanimous

273. **Audit Review of Licensing**

The Chief Executive submitted a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'C' to these Minutes in the Minute Book.

Members considered the report on the findings of the internal auditor following the review of the Licensing system.

RESOLVED that the auditor's opinion is supported.

Voting: Unanimous

274. **Audit Review of Queen Elizabeth Leisure Centre**

The Chief Executive submitted a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'D' to these Minutes in the Minute Book.

Members considered the report on the findings of the Internal Auditor following the review of the control systems in place at Queen Elizabeth Leisure Centre.

Officers agreed to report back to the next meeting of this Committee on steps taken to resolve the issue of invoices submitted by instructors.

RESOLVED that the auditor's opinion is supported.

Voting: unanimous

275. **Progress Report on Implementing Audit Recommendations**

The Chief Executive submitted a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'F' to these Minutes in the Minute Book.

Members noted the schedule setting out progress on implementing the agreed action points and following advice from the officers, updated action points up to the end of October, 2007.

RESOLVED that members note the content of the progress report and agree any variations to previously agreed action dates.

Voting: unanimous

276. Audit Programme 2007/2008

The Chief Executive submitted a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'G' to these Minutes in the Minute Book.

Members were advised on progress against the audit timetable.

RESOLVED that the Committee approve the updated Audit Review Timetable.

Voting: Nem. Con.

277. Moors Valley Country Park Audit Review

The Chief Executive submitted a report for information, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'E' to these Minutes in the Minute Book.

Members noted the report on the new cashing up procedures and officers agreed to report back to the January meeting of this Committee on the progress of implementing these procedures.

278. Voice Recognition Pilot Study

Members were informed of the voice recognition telephone system being piloted by the London Borough of Harrow aimed at identifying false benefit claims. The system recognised increasing stress levels in claimants' voice patterns which could indicate potential fraudulent activity. Developed by insurance companies to combat fraud, it could also be used to recognise increasing levels of agitation which could lead to an abusive telephone call.

Members learnt that the cost of such a system was in the region of £60,000 and agreed with officers that the level of fraud experienced by this Authority would not justify such expenditure.

The meeting ended at 9.05 p.m.

CHAIRMAN