

MINUTES

meeting: **AUDIT (EXAMINATION OF PAID ACCOUNTS/MONITORING OF AUDIT INVESTIGATIONS) SUB-COMMITTEE**

date: **10 JANUARY 2011**

PRESENT:-

Councillor Mrs Keirle (Chair)
Councillors Mrs Findlay, Inston and Turner

Councillor Mrs W Thompson – Shadow Cabinet Member for Resources, Governance and Support Services (Observer)

OFFICERS IN ATTENDANCE:-

Adults and Community

M Blackstock (part)

Customer and Shared Services

P Main, B Burgess, S Lunn,
R Morgan and K Waterfall

Office of the Chief Executive

J Lancaster
M Fox

Wolverhampton
City Council



PART I – OPEN ITEMS
(Open to Press and Public)

Declarations of Interest

17 No declarations were raised.

Minutes

18 Resolved:-
That the minutes of the meeting held on 4 October 2010 be confirmed as a correct record.

Service Users in Residential Homes (Resolution 13)

19 Responding to a question, officers were unable to provide any further information as to whether checks are carried out on service users in residential homes, to ensure that they receive their weekly allowance. Members agreed that the matter was to be added to the schedule of Outstanding Minutes for future review.

Selection of Paid Accounts

Members had met prior to the meeting to select accounts from the following areas:-

- Payments to Voluntary Organisations
- Regeneration and Enterprise.

20 Resolved:-
That it be noted that the following accounts have been selected for Audit Investigation and report to a future meeting of the Sub-Committee:-

1. Payments Selected from Payments to Voluntary Organisations (Sept - Nov 2010)

| # | Line Nos | (£) |
|----------|-----------------|--------------------|
| 1 | 4 - 11 | 90550.00 |
| 2 | 17 - 18 | 3645.83 3343.23 |
| 3 | 159 | 14001.50 |
| 4 | 181 | 22500.00 |

2. Payments Selected from Regeneration & Environment (Sept - Nov 2010)

| # | Line Nos | (£) |
|---|----------|----------|
| 1 | 356 | 7127.71 |
| 2 | 1199 | 11093.12 |
| 3 | 1279 | 1227.33 |
| 4 | 1323 | 1341.28 |
| 5 | 1326 | 3500.00 |
| 6 | 1415 | 1667.00 |
| | 1417 | 1319.50 |
| | 1419 | 1963.50 |
| 7 | 1461 | 338.50 |
| 8 | 1697 | 824.50 |
| 9 | 176 | 76531.38 |

Exclusion of Press and Public

21

Resolved:-

That, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from consideration of the items of business in Part II of the agenda on the grounds that, in view of the nature of the business to be transacted or the nature of the proceedings, exempt information falling within paragraphs 1, 2 and 3 of Schedule 12A of the Act, is likely to be disclosed.

PART II – EXEMPT ITEMS
(Press and Public Excluded)

Accounts for Examination Selected on 4 October 2010
(Appendix 1/8)

The Head of Internal Audit presented a report which provided details of the selection of paid accounts from the meeting on 4 October 2010 and details of action to be taken to address any area of weakness in control or compliance with the Council's Financial and Contract Procedure Rules. In connection with Account No 1, Members felt that a directive should be issued to the effect that all colour printing should be completed by the Corporate Document Centre and the Assistant Chief Executive undertook to report back to the Sub-Committee on measures to programme multi functional devices not to accept colour printing. It was also noted that Account No 9 related to Customer and Shared Services and not the Office of the Chief Executive.

22

Resolved:-

That the summary of investigations and action to be taken, as detailed in the report, be noted and that the Assistant Chief Executive report back to the Sub-Committee on measures to programme multi functional devices not to accept colour printing.

Audit Update (Appendix 1/9)

The Head of Internal Audit presented a report which provided the Sub-Committee with an update of the current position with regard to Audit investigations. Members were concerned to learn of a further incidence of the theft of computer equipment from a Council building and called for regular updates on the situation. The Head of Operational Finance also undertook to obtain more detailed information following the theft of cash from a Council building. Members then expressed concern about an incident of misuse of the Council's telephone and internet facilities and requested a follow up report on action taken. They also felt that Directors and respective Portfolio Holders should attend meetings in cases where significant recommendations from Internal Audit are not followed up.

23

Resolved:-

(a) That the current position with regard to audit investigations, as detailed in the report, be noted and that Directors and their respective Portfolio Holders be requested to attend meetings and be given full details of the investigation material in cases of non-compliance with recommendations of Internal Audit.

(b) That further information be circulated to Sub-Committee Members regarding the following issues:-

- The theft of computer equipment from a Council building
- The theft of cash from a Council building
- An incident of misuse of the Council's telephone and internet facilities.