

Committee Agenda



**Epping Forest
District Council**

Finance and Performance Management Cabinet Committee Monday, 25th September, 2006

Place: Civic Offices, High Street, Epping
Room: Committee Room 1
Time: 6.00 pm
Democratic Services Officer: Graham Lunnun, Research and Democratic Services
Tel: 01992 564244 Email: glunnun@eppingforestdc.gov.uk

Members:

Councillors J Knapman (Chairman), Mrs D Collins, Mrs A Grigg, S Metcalfe and C Whitbread

PLEASE NOTE THE START TIME OF THIS MEETING

BUSINESS

1. APOLOGIES FOR ABSENCE

2. MINUTES (Pages 5 - 14)

To confirm the minutes of the meetings of the Committee held on 11 January 2006 and 17 July 2006 (attached).

3. DECLARATIONS OF INTEREST

(Head of Research and Democratic Services) To declare interests in any item on this agenda.

4. MANAGEMENT REPRESENTATION LETTER (Pages 15 - 22)

(Head of Finance) To consider the attached report.

5. AUDIT OF ACCOUNTS - INTERNATIONAL STANDARDS ON AUDITING (ISA) REPORT

(Head of Finance) International Standards on Auditing 260 requires auditors to report to those charged with governance, certain matters before they give an opinion on the Statutory Statement of Accounts. The Audit Commission have indicated that their

audit of the Council's Statutory Statement of Accounts for 2005/06 is nearly complete and they would like to present their ISA 260 report to this meeting. The District Auditor and the Audit Manager will attend to present the report, which will be circulated prior to the meeting.

6. AUDIT AND GOVERNANCE COMMITTEE - PROPOSED ESTABLISHMENT (Pages 23 - 30)

(Chief Internal Auditor) To consider the attached report.

7. BUSINESS AND INTERNAL CONTROL ASSURANCE FRAMEWORK (Pages 31 - 40)

(Chief Internal Auditor) To consider the attached report.

8. CAPITAL STRATEGY (Pages 41 - 68)

(Head of Finance) To consider the attached report.

9. BUDGET 2007/08 - FINANCIAL ISSUES PAPER (Pages 69 - 84)

(Joint Chief Executive - Resources) To consider the attached report.

10. RISK MANAGEMENT (Pages 85 - 108)

(Head of Finance) To consider the attached report.

11. VALUE FOR MONEY SELF ASSESSMENT - 2006/07 (Pages 109 - 110)

(Head of Human Resources and Performance Management) To consider the attached report.

12. ANY OTHER BUSINESS

Section 100B(4)(b) of the Local Government Act 1972, together with paragraphs 6 and 25 of the Council Procedure Rules contained in the Constitution require that the permission of the Chairman be obtained, after prior notice to the Chief Executive, before urgent business not specified in the agenda (including a supplementary agenda of which the statutory period of notice has been given) may be transacted.

In accordance with Operational Standing Order 6 (non-executive bodies), any item raised by a non-member shall require the support of a member of the Committee concerned and the Chairman of that Committee. Two weeks' notice of non-urgent items is required.

13. EXCLUSION OF PUBLIC AND PRESS

Exclusion: To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set out below on grounds that they will involve the likely disclosure of exempt information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

Agenda Item No	Subject	Exempt Information Paragraph Number
Nil	Nil	Nil

The Local Government (Access to Information) (Variation) Order 2006, which came into effect on 1 March 2006, requires the Council to consider whether maintaining the exemption listed above outweighs the potential public interest in disclosing the information. Any member who considers that this test should be applied to any currently exempted matter on this agenda should contact the proper officer at least 24 hours prior to the meeting.

Confidential Items Commencement: Paragraph 9 of the Council Procedure Rules contained in the Constitution require:

- (1) All business of the Council requiring to be transacted in the presence of the press and public to be completed by 10.00 p.m. at the latest.
- (2) At the time appointed under (1) above, the Chairman shall permit the completion of debate on any item still under consideration, and at his or her discretion, any other remaining business whereupon the Council shall proceed to exclude the public and press.
- (3) Any public business remaining to be dealt with shall be deferred until after the completion of the private part of the meeting, including items submitted for report rather than decision.

Background Papers: Paragraph 8 of the Access to Information Procedure Rules of the Constitution define background papers as being documents relating to the subject matter of the report which in the Proper Officer's opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) have been relied on to a material extent in preparing the report and does not include published works or those which disclose exempt or confidential information (as defined in Rule 10) and in respect of executive reports, the advice of any political advisor.

Inspection of background papers may be arranged by contacting the officer responsible for the item.