

**BOROUGH OF KETTERING**

**MONITORING AND AUDIT COMMITTEE**

**Meeting held: 28<sup>th</sup> January 2014**

**Present:** Councillor Jonathan West (Chair)  
Maurice Bayes, Scott Edwards, Eileen Hales, Cliff Moreton,  
David Soans and Michael Tebbutt

**13.MA.27 APOLOGIES**

Apologies for absence were received from David Howes and it was noted that Councillor David Soans would be acting as substitute.

**13.MA.28 MINUTES**

**RESOLVED** that the minutes of the meeting of the Monitoring and Audit Committee held on 12<sup>th</sup> November 2013 were approved as a correct record and signed by the Chair

**13.MA.29 DECLARATIONS OF INTEREST**

Councillor Tebbutt declared an interest in item A3 with regards to the Vine Community Trust.

Councillor Soans declared an interest in item A3

**13.MA.30 PUBLIC SPEAKERS**

Councillor Don requested to speak on item A4

**13.MA.31 EXTERNAL AUDIT REPORTS (A1)**

A report was submitted, the purpose of which was to present the following three reports from the Council's External Auditors (KPMG);

- a) The Annual Audit letter following completion of the audit of accounts for 2012/13;

- b) The Certification and Grants letter that summarises the results of the external audit work carried out by KPMG on the certification of the Council's 2012/13 grants claims and returns;
- c) The 2013/14 Financial Statements Audit Plan, which details the work KPMG intend to carry out with regard to the Council's 2013/14 Statement of Accounts.

The reports had been prepared by the Council's external auditor. Jon Gorrie and Trevor Croote from KPMG attended the meeting to present these reports and answer Members' questions.

#### Annual Audit Letter

It was reported that each year the Council's appointed external auditor issued an Annual Audit letter to the Council following completion of the annual audit. The purpose of the document was to provide an external summary to the stakeholders and public.

#### Certification and Grants

It was reported that each year the Council's external auditor is required to audit and certify several grant returns that the authority must complete during the financial year.

The Certification and Grants Report was attached to the agenda detailing for Members' information KPMG's findings for each grant claim where external certification was required.

#### Financial Statements Audit Plan

It was reported that each year the Council's external auditor provides details of the approach they wish to adopt with regard to the audit of the Council's Statement of Accounts.

The Financial Statements Audit Plan was included in the report which detailed KPMG's intended approach, together with the key audit risks they had identified, the members of their audit team and details of associated fees.

#### **RESOLVED**

that;

- (i) The Annual Audit Letter for the 2012/13 audit
- (ii) The Certification and Grants Report for 2012/13
- (iii) The 2013/14 Financial Statements Audit Plan

**13.MA.32 BUDGET PROPOSALS FOR 2014/15 AND PREPARING FOR THE MEDIUM TERM (A2)**

A report was submitted in accordance with the Council Constitution, for the Monitoring and Audit Committee to consider the Council's draft budget proposals and to submit any comments back to the Executive for consideration at its meeting on 12<sup>th</sup> February 2014.

The Acting Head of Finance gave a presentation to the committee which outlined the key issues for the Council and the latest Medium Term Financial Strategy.

It was reported that although savings had been identified for 2013/14 and 2014/15 the following years would be difficult. Pressures in the coming years would be reported to the Monitoring and Audit Committee through update reports.

During discussions Members requested that any changes to fees and charges or rent increases are well publicised to residents of the Borough.

Members congratulated officers on their extraordinary efforts and hard work producing a finalised budget.

**RESOLVED** that the committee considered the draft budget proposals of the Executive

**13.MA.33 KEY UPDATES (A4)**

Members received presentations on the following key issues: -

- Welfare Reform
- Residents Parking

**Welfare Reform**

Rob Thompson gave an update on the impact of the welfare reform. It was noted that a loop hole had been discovered in the law regarding room subsidy for residents that had occupied their properties continuously since 1996 and were claiming housing benefit but the Department for Work and Pensions were looking to reapply the law from April 2014.

**Residents' Parking**

Shirley Plenderleith, the Head of Environmental Services

attended the meeting and gave an update on the current residents' controlled parking scheme. It was noted there were currently 12 schemes in Kettering which were signage schemes of various sizes. When the schemes were introduced they were residents and business permits only with new types of permits being introduced as a result of feedback on the schemes.

Councillor Don attended the meeting and addressed the committee regarding the success of current schemes and the need for schemes in Pytchley Road and the Headlands.

County Councillor Mick Scrimshaw submitted a letter to the committee outlining problems in Bowhill. This area was included in the consultation but residents voted against the scheme.

Members expressed concern that the success of the schemes in some areas were moving the problems to different areas but were assured that the review of the schemes was ongoing.

**13.MA.34 MONITORING OF SERVICE LEVEL AGREEMENT GRANTS 2013/14 – Q3 UPDATE (A3)**

A report was submitted to inform members of the performance of voluntary organisations in relation to their Service Level Agreements for 2013/14.

Members discussed details of the performance of the voluntary organisations and it was

**RESOLVED** that the committee noted the Q3 performance of the voluntary sector organisations in achieving the outputs in their service specifications for 2013/14 and the arrangements for SLA's for 2013/17

**13.MA.35 KEY PERFORMANCE INFORMATION BOOKLET (A5)**

Members received the Key Performance Information Booklet. Guy Holloway, Head of IT and Communications, was in attendance for this item and outlined the main areas.

Members discussed the delivery of affordable homes. It was noted that the 30% requirement set out in the Core Spatial Strategy may be reviewed and Kettering Borough Council has the best record for delivery in the East Midlands.

**13.MA.36 WORK PROGRAMME (A6)**

The work programme was submitted to the committee for consideration. The following reports would be brought to the next Committee: -

- Internal Audit Plan 2014/15
- Key Performance Information Booklet
- Kettering Borough Training
- Key Updates
  - Planning Performance
  - Building Control Update
  - Housing Rents and Arrears
  - Welfare Reform

*(The meeting started at 7.00 pm and ended at 9.05 pm)*

Signed: .....  
(Chair)

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