

ANTRIM BOROUGH COUNCIL

Minutes of the proceedings of a Meeting of the **Resources Committee** of Antrim Borough Council held in The Round Tower Chamber, Antrim Civic Centre on **Thursday 17 June 2010** at **2pm**.

In the Chair : Councillor J Smyth

Committee Members Present : Aldermen -

R J Loughran
M Rea

Councillors -

A K Brady
T Clarke
H J Cushinan
A A Lawther
P Lewis
P Michael
D Ritchie

Non-Committee Members Present : Alderman S Dunlop

In Attendance : Chief Executive
Director of Development and Leisure
Assistant Director - Finance
Assistant Director - Human Resources
Assistant Director - Administration
Public Relations Officer
Committee Secretary (*K Smyth*)

Apologies : Councillor O C J Keenan
Director of Corporate Services

AGENDA ITEMS

FINANCE

REPORT: No. 3 had been circulated.

NOTED: the Finance Officer was present prior to the start of the Committee Meeting to answer specific payment queries from Members.

It was requested the Community Planning Committee consider Transition Committee expenses in light of the recent Review of Public Administration announcement, however, it was acknowledged that the matter would be discussed in more detail following receipt of future Ministerial clarification.

Alderman Rea joined the Meeting at this point.

RECOMMENDED: on the proposal of Councillor Lawther, seconded by Councillor Ritchie, that the Monthly Payments for May 2010 totalling £1,915,816.00, inclusive of Value Added Tax, be approved.

NOTED: Report No. 4, summarising Council services by expense type and departmental breakdown for April 2010/11 (Month 1) which reflected an overall favourable variance.

TABLED: Report No. 5.

The Assistant Director (Finance) spoke to the initial draft summarising the structure and content of the Financial Statements. The Annual Governance Statement, District Fund and Balance Sheet were explained and the major changes from the previous year were reported together with their impact on reserves with a significant operational surplus being declared.

Due to the number of apologies received the Audit Committee Meeting scheduled for Wednesday 16 June 2010 to consider the Accounts had been cancelled.

**MONTHLY
PAYMENTS
REPORT
(FIN)**

**MONTHLY BUDGET
REPORT
(FIN)**

**COUNCIL'S DRAFT
FINANCIAL
STATEMENTS FOR
THE YEAR ENDING
31 MARCH 2010
(FIN)**

Questions were addressed in detail by the Assistant Director and Chief Executive with some minor administrative/numerical amendments being identified.

NOTED: Local Government Auditor's satisfaction with Council performance.

The Chairman commended all Officers on their contribution to the accounting process, particularly the Assistant Director (Finance) and the Management Accountant. He also paid tribute to the Internal Auditor and the Audit Committee.

RECOMMENDED: that formal ratification of the revised Financial Statements for the year ending 31 March 2010 take place at the Public Services Committee Meeting on Thursday 24 June 2010, enabling submission to Local Government Division prior to the closing date of Wednesday 30 June 2010.

REPORT: No. 6 had been circulated.

RECOMMENDED: on the proposal of Councillor Ritchie, seconded by Councillor Lewis, that Council proceeds to purchase one user licence from Bravo Solution at a cost of £1,800 per annum (excluding VAT) for the period 1 August 2010 to 31 July 2013.

HUMAN RESOURCES

NOTED: Report No. 7 as circulated, outlining no externally advertised or internally trawled vacancies this month.

REPORT: No. 8 had been circulated.

RECOMMENDED: unanimously, approval of the draft response as circulated to the Consultation from the Labour Relations Agency entitled "Draft Code of Practice - Time Off for Trade Union Duties and Activities".

**COUNCIL'S DRAFT
FINANCIAL
STATEMENTS FOR
THE YEAR ENDING
31 MARCH 2010**
(continued)

**ELECTRONIC
PROCUREMENT
PILOT**
(FIN)

**MONTHLY
RECRUITMENT
SCHEDULE**
(HR)

**CONSULTATION:
DRAFT CODE OF
PRACTICE -
TIME OFF FOR
TRADE UNION
DUTIES AND
ACTIVITIES**
(HR)

RESOURCES SUB-COMMITTEE / AUDIT COMMITTEE

In reviewing the composition of the Resources Sub-Committee / Audit Committee, the Chief Executive reminded Members of the Local Government Auditor's advice to consider the possibility of appointing an 'Independent Member' with particular expertise in finance.

RESOURCES SUB-COMMITTEE / AUDIT COMMITTEE: MEMBERSHIP REAFFIRMATION

AGREED: on the proposal of Councillor Clarke, seconded by Councillor Keenan, that the composition of the Resources Sub-Committee / Audit Committee for 2010/11 be confirmed as follows -

Alderman M Rea
Alderman R J Loughran
Councillor T Clarke
Councillor H J Cushinan
Councillor A A Lawther
Councillor D Ritchie (*Vice-Chair*)
Councillor J Smyth (*Chair*)

It was also

RECOMMENDED: the above Members be empowered to nominate fully authorised substitutes to attend Resources Sub-Committee / Audit Committee Meetings in their absence, hence Audit Training to be provided to all Elected Members who may be called to act in this capacity.

NOTED: the Audit Committee Meeting scheduled for Wednesday 16 June 2010 had been cancelled and as a result no Minutes were presented for ratification.

**AUDIT COMMITTEE
MEETING -
WEDNESDAY
16 JUNE 2010**

AGREED: the next Audit Committee Meeting to be scheduled for **Wednesday 25 August 2010 at 2pm in Meeting Room 1, Antrim Civic Centre.**

**DATE OF NEXT
AUDIT COMMITTEE
MEETING**

RESOLVED: on the proposal of Alderman Loughran, seconded by Councillor Ritchie, that the remainder of the Meeting be taken 'In-Confidence'.

ITEMS IN-CONFIDENCE

- Elected Member Development - Media / ICT Training.
- Revisions to Service Delivery Arrangements at The Old Courthouse, Antrim.
- Lands to the Rear of Steeple Green, Antrim.
- Update - McQuillan Envirocare.
- Financial Assistance Application - Masters Calum and Michael Totton (1st Muckamore Scout Group).

The Chairman referred to Committee Membership and welcomed Alderman Loughran and Councillor Michael accordingly.

There being no further business the Meeting concluded at 3.10pm.

Mayor

Chief Executive

Date
