

Public Document Pack



TRAFFORD COUNCIL

8 July 2014

Trafford Town Hall
Talbot Road
Stretford
M32 0TH

Dear Councillor,

Your attendance is requested at a meeting of the Council of the Borough of Trafford on **WEDNESDAY, 16 JULY 2014, at 7.00 P.M.** in the **COUNCIL CHAMBER, TRAFFORD TOWN HALL, TALBOT ROAD, STRETFORD**, for the transaction of the business set out below:

- | | Pages |
|--|--------------|
| 1. Minutes | |
| To approve as a correct record the Minutes of the Annual Meeting of the Council held on 11 June 2014 for signature by the Mayor as Chairman. | 1 - 14 |
| 2. Announcements | |
| To receive any announcements from the Mayor, Leader of the Council, Members of the Executive, Chairmen of Scrutiny Committees and the Head of Paid Service. | |
| 3. Questions By Members | |
| This is an opportunity for Members of Council to ask the Mayor, Members of the Executive or the Chairman of any Committee or Sub-Committee a question on notice under Procedure Rule 10.2. | |
| 4. Revised Corporate Management Team (CMT) Arrangements | |
| To consider a report of the Chief Executive, referred from the Employment Committee meeting held on 7 July 2014. | 15 - 18 |
| 5. Scrutiny Arrangements | |
| To consider a report of the Corporate Director of Transformation and Resources / Statutory Scrutiny Officer. | To Follow |

6. Treasury Management Annual Performance 2013/14 Report

To consider a report of the Executive Member for Finance and the Director of Finance, referred from the Accounts and Audit Committee meeting held on 26 June 2014.

19 - 30

7. Accounts and Audit Committee Annual Report to Council 2013/14

To receive a report of the Chairman and Vice-Chairman of Accounts and Audit Committee, referred from the Committee meeting held on 26 June 2014.

31 - 48

8. Motions

To consider the following motions submitted in accordance with Procedure Rule 11:

(a) Motion Submitted by the Conservative Group - Employment Figures

Whilst recognising that there is more to do, this Council welcomes the latest jobs statistics for the Borough which show:

1. Unemployment down from 4,371 (3.1%) under the last Labour Government to 2,984 (2.1%) in May.
2. Youth unemployment in Trafford down 48% from 7.4% under the last Labour Government to 3.9% in May.

In particular this Council welcomes the work of the Conservative Executive to boost apprenticeships and job opportunities for young people.

This work has seen:

1. 75 apprenticeships employed by the Authority to date.
2. 1,130 businesses in the Borough approached to promote apprenticeships.
3. 92 apprentices recruited by external employers to date with a further 18 vacancies in the pipeline.

Through working in partnership with the private sector, youth unemployment in the Borough has fallen from 0.3 above the national average under the last Labour Government to 0.4% below now.

This Council welcomes this news and congratulates our staff for their work to support our young people into the world of work.

(b) Motion Submitted by the Conservative Group - Trafford Line Metrolink Scheme

This Council welcomes the start of the consultation of the proposed Metrolink line through Trafford Park and on to the Trafford Centre.

Council recognises the significant economic growth potential the line will bring in a way that will help connect people with jobs, and companies to markets.

In particular, Council notes:

- the support of the Greater Manchester Combined Authority
- the detailed work to prepare the business case undertaken by Transport for Greater Manchester
- the enhanced public transport links the line would bring to directly benefit Davyhulme, Urmston and Flixton

Therefore, Council wishes to place on record its support for the consultation and instruct the Chief Executive to respond to the consultation on behalf of the authority and strongly encourages its residents and businesses to participate in the consultation and ensure their voice is heard.

(c) Motion Submitted by the Labour Group - Universal Credit Rollout

This Council notes with concern the pressures being experienced in the Department for Work and Pensions across a number of programmes and benefits. It notes the damaging impact on local residents of delays and backlogs in processing applications for personal independence payment, which are leaving sick and disabled people waiting months for a benefit decision, including cancer patients waiting an average of 4.5 months for an assessment according to Macmillan; and delays and wrong decisions in the operation of work capability assessments, where more than 700,000 cases await assessment.

Against this background of delays and incompetence, this Council is alarmed at the introduction of universal credit in Trafford, and about the potential impact on local residents, who risk further delays in benefit receipt, wrong decisions, and lack of money, leading to hardship, increased debt, and driving more to foodbanks. This Council recognises the success of Trafford Assist in supporting claimants in emergency need, and strongly regrets that government funding for Trafford Assist is to be ended next year.

This Council welcomes the proposed framework for local support services partnerships, but notes the long delays in establishing this programme which mean that universal credit will be introduced in Trafford without the framework being put in place. This Council condemns the coalition government for its chaotic management of welfare reforms which will lead to increased poverty, anxiety for claimants and cost to the taxpayer, and resolves to write to the Prime Minister to place on record these concerns.

(d) Motion Submitted by the Labour Group - Independent Living Fund

The planned closure in June 2015 of the Independent Living Fund (ILF) is an unjustified attack on those disabled people with the highest support needs, which if unchallenged will result in disabled people becoming prisoners in their own homes or forced into residential care against their wishes. The Independent Living Fund is a model of support that works, giving disabled people choice and control over their own lives, enabling them to enjoy fulfilling lives and contribute to their communities while running on relatively low overheads and providing employment.

At a time of increasing pressure on and crisis in social care the government should be expanding not closing the ILF. Disabled people and their families need a clear and vocal message of support from our elected leaders on this matter.

We support the demands of the Save the ILF campaign that:

1. The ILF should not only be retained for existing recipients but re-opened to new applicants as the Scottish government have committed to.
2. That an independent living task force should be set up and co-produced with ILF users, to review independent living and specifically the ILF to identify how to best develop independent living support, building on the successful and cost effective model of ILF provision.
3. At the very minimum the ILF funding should be ring-fenced for the care and support of those with the highest needs when funding is transferred to Local Authorities and devolved administrations.

(e) Motion Submitted by the Labour Group - Taxi De-Regulation and Out of Town Taxis

This Council notes the piecemeal changes being proposed by the Government in the regulation of Private Hire Vehicles under the guise of Ministerial push to cut red tape and provide quick wins for business within the De-Regulation Bill currently before Parliament and that these changes are being proposed ahead of full consideration being given by Government to the Law Commission Report on Taxi and Private Hire Services, a process that commenced in 2011.

This Council notes the clauses inserted into the De-Regulation Bill which compromise public safety in relation to use of Private Hire Vehicles and in condemning these clauses reaffirms that public safety in relation to Private Hire Vehicle regulation remains the Councils primary concern.

This Council further notes the increasing use of Out of Town Licensed Hackney Carriages as Private Hire Vehicles within the Borough of Trafford by Private Hire Operators and the issues this is causing our locally licensed Private Hire and Hackney Drivers who continue to meet the high safety standards and local enforcement regulations expected of them and how this situation is compromising the safety of our public using Private Hire Vehicles.

This Council resolves to write to the Government Minister responsible expressing our opposition and concerns in regard of the three clauses pertaining to Private Hire Vehicles that have been inserted into the De-Regulation Bill.

Further this Council resolves to work closely with other Local Authorities through the Association of Greater Manchester Authorities, local representatives of the National Taxi Association and National Private Hire Association to work on a solution to the Out of Town Hackney Carriages operating as Private Hire Vehicles across wide ranges of Greater Manchester. In the interest of and so ensuring public safety in Trafford is in no way compromised this Council will develop a Communication Strategy advising Taxi users in Trafford to always request a Licensed Trafford Taxi and Driver when booking and undertaking Taxi journeys.

(f) Motion Submitted by the Labour Group - Fracking

This Council opposes changes to the trespass laws in the Queens speech which will allow companies involved in fracking, which pumps water and chemicals in to shale rock deep underground to release methane gas, to drill under homes without needing permission.

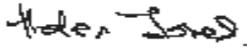
These laws hastily changed at the same time as a recent poll showed 75% public are opposed to fracking.

Public concerns raised include risk of earth tremors, contamination of ground and surface water, release of greenhouse gases and noise pollution for residents living in the vicinity.

All these are genuine concerns, whilst at the same time it is recognised that the most optimistic forecast suggest that shale drilling could meet no more than 10% of European gas demand by 2030. The fact is the long term damage to our environment is irreversible as we see now in America with hundreds of abandoned wells.

We strongly believe we should be listening to the views of local people and the evidence in relation to health and safety and that our duty as a council is to protect the health and wellbeing of our residents and oppose fracking and coal bed extraction of methane gas in Trafford.

Yours sincerely,



p.p.

THERESA GRANT

Chief Executive

Membership of the Council

Councillors E.H. Malik (Mayor), J. Holden (Deputy Mayor), D. Acton, S. Adshead, S. Anstee, Dr. K. Barclay, J. Baugh, J. Bennett, Miss L. Blackburn, R. Bowker, C. Boyes, H. Boyle, Mrs. A. Bruer-Morris, J. Brophy, B Brotherton, D. Bunting, D. Butt, C. Candish, K. Carter, R Chilton, Mrs. L. Cooke, M. Cordingley, M. Cornes, J. Coupe, L. Dagnall, Mrs. P. Dixon, A. Duffield, Mrs. L. Evans, N. Evans, T. Fishwick, M. Freeman, P. Gratrix, J. Harding, D. Higgins, M. Hyman, C. Hynes, D. Jarman, P. Lally, J. Lamb, J. Lloyd, A. Mitchell, P. Myers, D. O'Sullivan, I. Platt, K. Procter, J.R. Reilly, Mrs. J. Reilly, B. Rigby, T. Ross, M. Sephton, B. Sharp, B. Shaw, J. Smith, E.W. Stennett, S. Taylor, L. Walsh, Mrs. V. Ward, A. Western, D. Western, M. Whetton, A. Williams, M. Young and Mrs. P. Young

Further Information

For help, advice and information about this meeting please contact:

Ian Cockill, Democratic Services Officer

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Email: ian.cockill@trafford.gov.uk

This Summons was issued on **Tuesday, 8 July 2014** by the Legal and Democratic Services Section, Trafford Council, Trafford Town Hall, Talbot Road, Stretford M32 0TH

TRAFFORD BOROUGH COUNCIL

11 JUNE 2014

PRESENT

The Worshipful the Mayor (Councillor Dylan Butt), in the Chair.

E.H. Malik	M. Cornes	D. O'Sullivan
D. Acton	J. Coupe	K. Procter
S. Adshead	L. Dagnall	J.R. Reilly
S. Anstee	Mrs. P. Dixon	Mrs. J. Reilly
Dr. K. Barclay	A. Duffield	T. Ross
J. Baugh	Mrs. L. Evans	M. Sephton
J. Bennett	N. Evans	B. Sharp
Miss L. Blackburn	T. Fishwick	B. Shaw
R. Bowker	M. Freeman	J. Smith
C. Boyes	P. Gratrix	E.W. Stennett
H. Boyle	J. Harding	S. Taylor
Mrs. A. Bruer-Morris	J. Holden	L. Walsh
J. Brophy	M. Hyman	Mrs. V. Ward
B Brotherton	C. Hynes	A. Western
D. Bunting	D. Jarman	D. Western
C. Candish	P. Lally	M. Whetton
K. Carter	J. Lamb	A. Williams
R Chilton	J. Lloyd	M. Young
Mrs. L. Cooke	A. Mitchell	Mrs. P. Young
M. Cordingley	P. Myers	

In attendance

Chief Executive	Ms. T. Grant
Corporate Director Transformation and Resources	Mrs. W. Marston
Deputy Corporate Director Children, Families and Wellbeing and Director of Service Development, Adult and Community Services	Ms. L. Harper
Director of Environment	Mr. P. Harvey
Director of Finance	Mr. I. Duncan
Director of Human Resources	Ms. J. Hyde
Director of Legal and Democratic Services	Ms. J. Le Fevre
Democratic Services Manager	Mr. P. Forrester
Democratic Services Officer	Mr. I. Cockill

APOLOGIES

Apologies for absence were received from Councillors D. Higgins, I. Platt and B. Rigby.

1. ELECTION OF MAYOR AND CHAIRMAN OF COUNCIL

It was proposed, seconded, supported and

**Meeting of the Council
11 June 2014**

RESOLVED: That Councillor Ejaz Malik be and is hereby elected Mayor of the Borough of Trafford for the forthcoming municipal year.

The retiring Mayor presented the Requisition to the Mayor and invested him with the Chain and Badge of Office. Councillor Malik took the Chair and returned thanks to the Council for his election.

**THE WORSHIPFUL THE MAYOR
(COUNCILLOR EJAZ MALIK) IN THE CHAIR**

2. APPOINTMENT OF DEPUTY MAYOR AND VICE-CHAIRMAN OF COUNCIL

It was proposed, seconded, supported and

RESOLVED: That Councillor John Holden be and is hereby appointed Deputy Mayor of the Borough of Trafford for the ensuing municipal year.

The Mayor invested Councillor Holden with the Chain and Badge of Office.

3. APPOINTMENT OF MAYORESS

The Mayor announced that his wife, Mrs. Zubaira Malik would act as his Mayoress during the ensuing year.

The retiring Mayoress invested the Mayoress with the Chain and Badge of Office and presented her with a bouquet of flowers.

4. APPOINTMENT OF DEPUTY MAYORESS

The Deputy Mayor informed the Council that his wife, Mrs. Christine Holden would act as his Deputy Mayoress during the ensuing year.

The Mayoress invested the Deputy Mayoress with the Chain and Badge of Office and presented her with a bouquet of flowers.

5. VOTE OF THANKS

It was proposed, seconded, supported and

RESOLVED: That the Council hereby place on record their appreciation for the manner in which Councillor Dylan Butt has carried out his duties as Mayor of the Borough of Trafford during his period of office and tender to him their best thanks in that connection. They also express their gratitude to Mrs. Farah Butt for the manner in which she has acted as his Mayoress.

The Mayor presented the retiring Mayor with a replica of the Badge of Office and a framed photograph.

The Mayoress presented the retiring Mayoress with a replica of the Badge of Office and a bouquet of flowers.

**Meeting of the Council
11 June 2014**

The retiring Mayor then responded to the vote of thanks and expressed gratitude to his Chaplain, Dr. Nasser Kurdy and presented him with a gift.

6. MINUTES

That the Minutes of the Meeting of the Council held on 26 March 2014, be approved as a correct record and signed by the Chairman.

7. RESULTS OF ELECTIONS OF COUNCILLORS

The Returning Officer submitted a report on the results of the Poll held on 22 May 2014 for the respective wards of the Borough.

The Mayor congratulated all those who were successfully elected and welcomed Councillors Dagnall, N. Evans and Sephton to their first Council meeting and Councillor Carter as a returning Member.

RESOLVED: That the list of newly elected Members and their Terms of Office be noted.

8. MEMBERSHIP OF THE EXECUTIVE

The Chief Executive submitted a report concerning the appointment of the Executive and a Deputy Leader of the Council.

RESOLVED –

- (1) That the Council notes that the Leader of Council has determined that the Executive shall comprise himself plus 7 Councillors.
- (2) That the Council notes that the Leader of the Council appoints the membership of the Executive and a Deputy Leader for the 2014/15 municipal year, as follows:

<u>Councillor</u>	<u>Portfolio</u>
Sean Anstee (Leader)	Reshaping Trafford
Michael Young (Deputy Leader)	Adult Social Services and Community Wellbeing
Michael Cornes	Children's Services
John Lamb	Communities and Partnerships
Michael Hyman	Economic Growth and Planning
John Reilly	Environment and Operations
Patrick Myers	Finance
Alex Williams	Transformation and Resources

- (3) That the Council notes that the Leader of the Council has designated 2 non-Executive Members to support the work of the Executive as follows:

**Meeting of the Council
11 June 2014**

Councillor Miss Linda Blackburn - Lead Member for Safeguarding
Councillor Jonathan Coupe - Lead Member for Trust Development

- (4) That the Council notes that a report of the Independent Remuneration Panel on Members Allowances will be brought to a future meeting.

9. SHADOW EXECUTIVE

RESOLVED:

- (1) That the membership of the Shadow Executive, as set out below, for the 2014/15 municipal year be noted:

<u>Councillor</u>	<u>Portfolio</u>
David Acton (Leader)	Reshaping Trafford
Andrew Western (Deputy Leader)	Transformation and Resources
Joanne Bennett	Adult Social Services and Community Wellbeing
Jane Baugh	Children's Services
Catherine Hynes	Communities and Partnerships
Mike Cordingley	Economic Growth and Planning
Stephen Adshead	Environment and Operations
Tom Ross	Finance

- (2) That the Council notes that the work of the Shadow Executive will be supported as follows:

Councillor Judith Lloyd - Shadow Lead Member for Safeguarding
Councillor Barry Brotherton - Shadow Lead Member for Trust
Development

10. COUNCIL COMMITTEES

The Chief Executive submitted a report inviting the Council to agree the Committees of the Council, their size, political composition, membership and terms of reference for the 2014/15 municipal year. In accordance with the provisions of the Local Government and Housing Act 1989, the Chief Executive had been informed of the following political groups on the Council:

Conservative Group - 33 Members
Labour Group - 27 Members
Liberal Democrat Group - 3 Members

The regulations provided for the composition of Committees to be in accordance with the political balance of the 63 Members of the Council.

RESOLVED –

**Meeting of the Council
11 June 2014**

- (1) That the composition of the various standing Committees, as set out in Appendix 1 to the report, be approved.
- (2) That the Terms of Reference for each Committee, as set out in Appendix 2 to the report, be approved.
- (3) That Council approves the membership of Committees for the 2014/15 Municipal Year, as set out below, including the appointment of Chairman (CH) and Vice-Chairman (V-CH) and notes the nominated Opposition Spokesperson (OS), where appropriate:

ACCOUNTS AND AUDIT COMMITTEE

**CONSERVATIVE
GROUP**

Councillors:

Chris Boyes
Dylan Butt
Mrs. Laura Evans **V-CH**
Michael Whetton **CH**

**LABOUR
GROUP**

Councillors:

Jane Baugh
Barry Brotherton **OS**
Tom Ross

**LIBERAL DEMOCRAT
GROUP**

Councillors:

-

EMPLOYMENT COMMITTEE

**CONSERVATIVE
GROUP**

Councillors:

Mrs. Pamela Dixon **V-CH**
Nathan Evans
Brian Rigby **CH**
Brian Shaw

**LABOUR
GROUP**

Councillors:

Joanne Bennett
Catherine Hynes **OS**
Andrew Western

**LIBERAL
DEMOCRAT
GROUP**

Councillors:

-

LICENSING COMMITTEE

**CONSERVATIVE
GROUP**

Councillors:

Dan Bunting
Dylan Butt
Chris Candish **CH**
Paul Lally
Alan Mitchell
Matthew Sephton
Bernard Sharp **V-CH**
Brian Shaw

**LABOUR
GROUP**

Councillors:

Anne Duffield
Mike Freeman **OS**
Philip Gratrix
David Jarman
John Smith
Whit Stennett
Sophie Taylor

**LIBERAL
DEMOCRAT
GROUP**

Councillors:

-

**Meeting of the Council
11 June 2014**

PLANNING DEVELOPMENT CONTROL COMMITTEE

**CONSERVATIVE
GROUP**

Councillors:

Dr. Karen Barclay
Daniel Bunting **V-CH**
Rob Chilton
Nathan Evans
Bernard Sharp
Mrs. Viv Ward **CH**
Michael Whetton

**LABOUR
GROUP**

Councillors:

Philip Gratrix
Dolores O'Sullivan
John Smith
Whit Stennett
Laurence Walsh **OS**

**LIBERAL DEMOCRAT
GROUP**

Councillors:

Tony Fishwick

Substitute Members of the Planning Development Control Committee:

Mrs. Pamela Dixon
Brian Rigby
Matthew Sephton
Brian Shaw

Catherine Hynes
Denise Western

Mrs. Jane Brophy

STANDARDS COMMITTEE

**CONSERVATIVE
GROUP**

Councillors:

Dr. Karen Barclay
Chris Boyes
Mrs. Laura Evans
John Holden **CH**
Patrick Myers
Alex Williams

**LABOUR
GROUP**

Councillors:

Louise Dagnall
Mike Freeman
David Jarman
Kevin Procter **V-CH**

**LIBERAL
DEMOCRAT
GROUP**

Councillors:

Ray Bowker

Non-Voting Co-optees (5)

2 Parish Representatives: Mrs. S. Royle and Mr. A. Rudden
3 Independent Members: Mr. D. Goodman, Mr. C. Griffiths and
1 Vacancy

Independent Persons of the Hearing Panel (2)
(under Section 28 of the Localism Act 2011): Ms. N. Jackson and
Mr. M. Whiting

**Meeting of the Council
11 June 2014**

SCRUTINY COMMITTEE

**CONSERVATIVE
GROUP**

Councillors:

Dylan Butt
Mrs. Pamela Dixon
Mrs. Laura Evans
John Holden
Alan Mitchell **CH**
Mrs. June Reilly

**LABOUR
GROUP**

Councillors:

Karina Carter
Mike Cordingley **V-CH**
Louise Dagnall
Denise Western

**LIBERAL DEMOCRAT
GROUP**

Councillors:

Ray Bowker

Ex-Officio (Non-Voting Member): Chairman of Health Scrutiny Committee –
Councillor Judith Lloyd

Co-opted Members for Education Matters:

Church Representatives (Voting Members)

Church of England: Vacancy
Roman Catholic: Sister P. Goodstadt

Parent-Governor Representatives (Voting Members)

Primary: Vacancy
Secondary: Mrs. D. Haddad
Special: Vacancy

Teacher Representatives (Non-Voting Members)

Primary: Mr. D. Kitchen
Secondary: Vacancy
Special: Vacancy

HEALTH SCRUTINY COMMITTEE

**CONSERVATIVE
GROUP**

Councillors:

Dr. Karen Barclay
Mrs. Angela Bruer-Morris
Rob Chilton
Brian Shaw
Mrs. Viv Ward
Mrs. Patricia Young **V-CH**

**LABOUR
GROUP**

Councillors:

Joanne Harding
Judith Lloyd **CH**
Kevin Procter
Sophie Taylor

**LIBERAL DEMOCRAT
GROUP**

Councillors:

Mrs. Jane Brophy

Ex-Officio (Non-Voting Member): Chairman of Scrutiny Committee –
Councillor Alan Mitchell

**Meeting of the Council
11 June 2014**

HEALTH AND WELLBEING BOARD

**CONSERVATIVE
GROUP**

Executive Members for:

Adult Social Services and
Community Wellbeing **CH** –
Councillor Michael Young

Children's Services –
Councillor Michael Cornes

**LABOUR
GROUP**

Shadow Executive
Member for:

Adult Social Services and
Community Wellbeing –
Councillor Joanne Bennett

**LIBERAL DEMOCRAT
GROUP**

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Officer(s) and External Partners:

Corporate Director of Children, Families and Wellbeing
Accountable Officer Trafford Clinical Commissioning Group
Trafford Representative, NHS England Area Team
Director of Public Health*
Chair Health Watch Trafford*
Director of Commissioning, Clinical Commissioning Group
Representative, Central Manchester Foundation Trust
Representative, University Hospital of South Manchester
Representative, Pennine Community Care Foundation Trust
Representative, Greater Manchester West Mental Health Foundation Trust
Representative, Trafford's Third Sector
Representative, Greater Manchester Police Trafford Division

- (4) That the Licensing Committee be recommended to appoint the membership of the Safety at Sports Grounds Sub-Committee, namely Councillors Paul Lally (Chairman), Matthew Sephton (Vice-Chairman) and Helen Boyle.
- (5) That the Appointments and Appeals Panel be formally appointed and its membership be drawn from all Members of the Council.
- (6) That until such time locality partnership arrangements are in place:
- (a) the Chairmen of the Neighbourhood Forums be appointed as follows:
- | | | |
|------------------|---|------------------------------|
| Altrincham North | - | Councillor Mrs. Laura Evans |
| Altrincham South | - | Councillor Dr. Karen Barclay |
| Sale East | - | Councillor Mrs. Pamela Dixon |
| Sale West | - | Councillor Brian Rigby |
| Stretford | - | Councillor Laurence Walsh |
| Urmston | - | Councillor Mrs. Lisa Cooke |
- (b) Councillor Stennett be nominated as Chairman of the Old Trafford Neighbourhood Forum.

**Meeting of the Council
11 June 2014**

- (7) That the membership of the Joint Health Scrutiny Committee be approved as follows:

**CONSERVATIVE
GROUP**

Councillors:

Mrs. Angela Bruer-Morris
John Holden
Mrs. Patricia Young

**LABOUR
GROUP**

Councillors:

Judith Lloyd
Kevin Procter

**LIBERAL DEMOCRAT
GROUP**

Councillors:

Substitute Members of the Joint Health Scrutiny Committee:

Mrs. V. Ward

Joanne Harding

- (8) That it be noted that the role of Topic Group Chairman are discontinued and that the Statutory Scrutiny Officer will report on the future operation of Scrutiny Committees at the next meeting of the Council.
- (9) That the Council delegate to the Chief Executive, in accordance with the written request of the relevant Group Leader, the power and authority to change the membership of committees and sub-committees as may be needed from time to time.

11. APPOINTMENTS TO OUTSIDE AND INDEPENDENT BODIES

The Chief Executive submitted a report proposing the appointment of representatives to outside and independent bodies relating to the service areas and functions of the Council.

RESOLVED –

- (1) That approval be given to the appointment of representatives to those outside and independent bodies set out in Appendix 1 to the report.
- (2) That the Chief Executive, in consultation with the relevant Group Leader(s), be delegated authority to appoint members to any outside body vacancy that remains or arises after this Annual Meeting and to any other bodies to which the Council is required to make appointments (and to report back to Council on any changes or new appointments so made).
- (3) That the persons named in Appendix 2 to the report be authorised to sit on the Statutory School Appeals Committee for the 2014/15 Municipal Year and that the Director of Legal and Democratic Services be delegated authority to make changes to this list and to set up School Admission Appeals Committees including the appointment of Chairmen.

**Meeting of the Council
11 June 2014**

12. TIMETABLE OF COUNCIL AND COMMITTEE MEETINGS

RESOLVED: That the timetable of Council and Committee meetings for the 2014/15 Municipal Year be approved.

13. DELEGATED DECISIONS AND URGENT ACTION FOR COMMITTEES

RESOLVED -

- (1) That where, under the approved Scheme of Delegation, decisions may be taken by officers in consultation with non-Executive Members, then in the absence of any specific arrangements having been made, the officer shall consult the appropriate Chairman, Vice-Chairman and Opposition Spokesperson.
- (2) That, in situations which require emergency action, the Chief Executive or the appropriate officer, in consultation with the Chairman and Vice-Chairman of the Committee concerned and the Opposition Spokesperson where appropriate (or their respective nominees), be authorised to deal from this date until the Annual Meeting of the Council in 2015, with any matters of urgency or any other matter that cannot conveniently be deferred to the next ordinary meeting of the Committee, subject to later report, for information, to the Committee in question.

14. DELEGATION OF FUNCTIONS AND AMENDMENTS TO THE CONSTITUTION

The Director of Legal and Democratic Services and Monitoring Officer submitted a report confirming the arrangements for the delegation of Council (non-Executive) and Executive functions and seeking to amend the Constitution of the Council to incorporate these arrangements.

RESOLVED –

- (1) That Council notes that Executive functions not covered by the Officers' Scheme of Delegation are delegated by the Leader of the Council as follows:
 - (a) functions are delegated to all individual Executive Members in accordance with the revised responsibilities set out in Appendix 1 to the report and the revision/deletion of the existing Executive Terms of Office, as a result of the change to the make-up of the Executive; and
 - (b) all other functions are delegated to the Executive.
- (2) That the Scheme of Delegation to Officers be approved.
- (3) That the Director of Legal and Democratic Services be authorised to amend the Constitution of the Council in accordance with and as a consequence of this report and other decisions made by the Council at this Annual Meeting.

**Meeting of the Council
11 June 2014**

15. JOINT HEALTH SCRUTINY ARRANGEMENTS AND HEALTHIER TOGETHER

The Director of Legal and Democratic Services submitted a report informing the Council that the NHS in Greater Manchester planned to launch a formal consultation on Healthier Together, a major programme of health service reform. The report advised that, under the Health Scrutiny Regulations, affected local authorities were required to appoint a Joint Scrutiny Committee for the purposes of responding to the Healthier Together consultation.

RESOLVED –

- (1) That the Council approves the revised Terms of Reference and the renaming of the Greater Manchester Joint Health Scrutiny Panel to the Greater Manchester Joint Health Scrutiny Committee and delegates to the Joint Health Scrutiny Committee all powers and responsibilities as set out in the appendix to the report.
- (2) That the Greater Manchester Joint Health Scrutiny Committee be approved for the purposes of the Healthier Together consultation.

16. STAR JOINT COMMITTEE - SET UP AND TERMS OF REFERENCE

The Director of Legal and Democratic Services submitted a report recommending that the Terms of Reference of the Joint Committee be incorporated into the Council's Constitution and proposing a delegation to the joint committee of any non-executive powers which would facilitate its procurement activities.

RESOLVED:

- (1) That the following be included in the Council's Constitution as the Terms of Reference of the STaR Joint Committee:
 - (a) To manage the procurement operations of the Councils except for any procurement activity carried on by each Council that is specifically excluded by each Council from being dealt with by the STaR on its behalf.
 - (b) To agree any changes to the cost and income sharing arrangements set out in the inter-authority agreement.
 - (c) To agree the organisational structure of the STaR to carry out those operations.
 - (d) To recommend to Trafford Council the person to be appointed as Director of STaR and the salary for the post.
 - (e) To consider the policies and procedures for procurement activities carried out by the STaR recommended to it by its Board including the contract procedure rules under which it will operate for each of the Councils.

**Meeting of the Council
11 June 2014**

- (f) To recommend the business plans and budgets of the STaR for approval by the Councils.
 - (g) To monitor the budget and performance of the STaR.
 - (h) To approve major changes to standard tender documentation and procedures.
 - (i) Such other matters as the Councils (for non-executive matters) and/or the Executive Leaders jointly agree.
- (2) That, to the extent that the activities of the STaR Joint Committee are not executive functions, the Council delegates to the Joint Committee the power to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of the procurement functions delegated to it, in particular the power to make staffing appointments and the power to make standing orders as to contracts but not the power to set budgets.

17. EXECUTIVE DECISIONS TAKEN UNDER SPECIAL URGENCY (REGULATION 11) PROVISIONS

In accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the Director of Legal and Democratic Services submitted a report detailing Executive Key Decisions which had been taken under Special Urgency provisions set out in Regulation 11, for the past municipal year.

RESOLVED: That the content of the report be noted.

18. REVISED CORPORATE MANAGEMENT TEAM (CMT) ARRANGEMENTS

The Chief Executive submitted a report advising Members on the review of Corporate Management Team (CMT) arrangements and setting out the proposed changes which had been presented to the Employment Committee earlier that evening.

It was moved and seconded that:

“in line with the approved Pay Policy, the Council approves the remuneration arrangements for the post of Corporate Director Economic Growth and Infrastructure, in accordance with the recommendation of Employment Committee and as set out in the report”.

It was moved and seconded as an amendment that:

“this Council designates this new post “Environment, Economy and Infrastructure”. We also call on the Council not to agree the proposed remuneration package set out in the report for this redesigned post until such time there has been a full review of the high income earners in Trafford”.

**Meeting of the Council
11 June 2014**

Following a debate on the matter, the amendment was put to the vote and declared lost.

Further speeches were made in respect of the substantive Motion before it was put to the vote and declared carried.

RESOLVED: That, in line with the approved Pay Policy, the Council approves the remuneration arrangements for the post of Corporate Director Economic Growth and Infrastructure, in accordance with the recommendation of Employment Committee and as set out in the report.

The meeting commenced at 6.07 p.m. and finished at 7.55 p.m.

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TRAFFORD COUNCIL

Report to: Council
Date: 16 July 2014
Report for: Decision
Report of: Chief Executive

Report Title

Revised Corporate Management Team (CMT) arrangements.

Summary

A report has been presented to Employment Committee on 7 July 2014 setting out the following proposals:

- The disestablishment of the post of Corporate Director – Environment, Transport & Operations (ETO)
- The disestablishment of the ETO Directorate
- The disestablishment of the Economic Growth & Prosperity Directorate (EGP)
- The establishment of an Economic Growth & Infrastructure Directorate
- The redesignation and regrading of the post of Corporate Director EGP to Corporate Director – Economic Growth & Infrastructure

Recommendation(s)

In line with the approved Pay Policy, agree the remuneration arrangements for the post of Corporate Director – Economic Growth & Infrastructure in accordance with the recommendation of Employment Committee and as set out in the attached report.

Contact person for access to background papers and further information:

Name: Joanne Hyde
Extension: 1586

Background Papers: None

Relationship to Policy Framework/Corporate Priorities	None.
Financial	The proposals will achieve savings of £86k (exc. on costs).
Legal Implications:	There are statutory duties attached to the former post of Corporate Director ETO post that need to be formalised.
Equality/Diversity Implications	In line with relevant legislation and good practise.
Sustainability Implications	None
Staffing/E-Government/Asset Management Implications	This proposal will ensure continuity of management during a time of immense change.
Risk Management Implications	Not applicable
Health & Wellbeing Implications	Not applicable
Health and Safety Implications	Not applicable

1. INTRODUCTION

- 1.1** A report was recently presented to Employment Committee and Council on 11 June 2014, seeking approval to review CMT arrangements following the resignation of Peter Molyneux (Corporate Director ETO) to take up a permanent appointment at Transport for Greater Manchester (TfGM).
- 1.2** Following the presentation of this report on the 11 June 2014 it has been necessary to re-submit the report to Employment Committee on 7 July 2014 and to Council on 16 July 2014.
- 1.3** This review of CMT has also fed into the broader review of services across ETO/EGP to ensure we have a structure fit for purpose moving forwards.

2. Background

- 2.1** The 'Reshaping Trafford' programme is currently reviewing the future shape of the organisation through a number of key projects in order to address the financial challenges the Council faces in future financial years.
- 2.2** It is clear that at the heart of the reconfigured organisation there will need to be a smaller strategic core. The resignation of the Corporate Director – ETO has given an opportunity to review the number and make up of Directorates with a view to permanently reducing the number of Corporate Directors.
- 2.3** In addition a review has been undertaken within the former ETO and EGP Directorates and has concluded that further savings can be made by rationalising the senior management structure across those services, in line with the proposals for a streamlined CMT.
- 2.4** The proposed rationalisation across CMT and these services will ensure that a new, single Directorate emerges which will be appropriately aligned in terms of adopting new models of service delivery, it will also ensure that the Council has an increased commercial capability.

3. PROPOSAL

3.1 Following the resignation of the Corporate Director ETO and in order to support the future direction of the Council a review of the arrangements relating to CMT has been undertaken.

3.2 This review proposed the following changes to an earlier meeting of the Employment Committee:

- The disestablishment of the post of Corporate Director – ETO
- The disestablishment of the ETO Directorate
- The disestablishment of the EGP Directorate
- The establishment of an Economic Growth & Infrastructure Directorate
- The redesignation of the post of Corporate Director EGP to Corporate Director – Economic Growth & Infrastructure

3.3 In recognition of the additional duties and responsibilities that will flow from this re-designed post and combined Directorate, it is proposed that remuneration arrangements for the Corporate Director – Economic Growth & Infrastructure should be £110k. This proposal will result in a saving across the two posts of £86k plus on-costs

3.4 The Council's pay policy requires any new posts over a £100k to be agreed by full Council. Any such proposals would be referred to Employment Committee for comments in the first instance.

4. RECOMMENDATION

4.1 That following comments received from Employment Committee, members note the content of the report in the context of the revised CMT arrangements and agree the arrangements for the proposed remuneration for the post of Corporate Director – Economic Growth & Infrastructure out in paragraph 3.2.

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TRAFFORD BOROUGH COUNCIL

Report to: Accounts & Audit Committee 26 June 2014
Council Meeting 16 July 2014
Report for: Information
Report of: The Executive Member for Finance and the Director of Finance

Treasury Management Annual Performance 2013/14 Report

Summary

In accordance with the CIPFA Code of Practice, as adopted by the Council, this report has been prepared to review treasury activities for the past financial year.

During 2013/14 the Council complied with its legislative and regulatory requirements, including compliance with all treasury management prudential indicators.

In 2013/14 the Council's external debt decreased by £3.1m to £97.4m through maturing debt and the level of investments fell by £1.3m to £50.9m.

At 31 March 2014 the average rate for borrowings was 5.95% an increase of 0.70% from the previous year resulting from low rate debt maturing together with the switch of a Market loan going from fixed to variable rate interest. The average rate for investments as at 31 March 2014 was 0.79% representing a reduction of 0.09% from the same position reported at 31 March 2013, of 0.88%.

Recommendations

That the Accounts & Audit Committee advise the Council;

1. of the Treasury Management activities undertaken in 2013/14,
2. that no prudential limits were breached during 2013/14,
3. that both the CIPFA Code of Practice on Treasury Management and CIPFA Prudential Code for Capital Finance were fully complied with.

Contact person for background papers:
Graham Perkins – Technical Accountant - Extension: 4017

Background papers: None

Relationship to Policy Framework/Corporate Priorities	Value for Money
Financial	In 2013/14 the Council paid loan interest of £5.2m and received £0.5m from money market investments, both of which are in line with that budgeted for.
Legal Implications:	No legal implications arising from this report
Equality/Diversity Implications	Not applicable
Sustainability Implications	Not applicable
Staffing/E-Government/Asset Management Implications	Not applicable
Risk Management Implications	The monitoring and control of risk underpins all treasury management activities. The main risks are of adverse or unforeseen fluctuations in interest rates and security of capital sums.
Health and Safety Implications	Not applicable

Other Options

This report has been produced in order to comply with Financial Regulations and relevant legislation and provides an overview of the treasury management transactions undertaken during 2013/14.

Consultation

Advice has been obtained from Capita, the Council's external advisors.

Reasons for Recommendation

The report meets the requirements of both the CIPFA Code of Practice on Treasury Management and the CIPFA Prudential Code for Capital Finance in Local Authorities. The Council is required to comply with both Codes through Regulations issued under the Local Government Act 2003.

1. INTRODUCTION AND BACKGROUND

- 1.1 In accordance with regulations issued under the Local Government Act 2003, the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code), the Council is required to produce an annual treasury report reviewing treasury management activities and the actual prudential and treasury indicators for 2013/14. This report meets these requirements.
- 1.2 In 2013/14, the Accounts & Audit Committee together with the Executive and Full Council received the following reports:
- annual treasury strategy for the year ahead (February 2013)
 - mid-year update report (November / December 2013)
 - annual outturn report describing the activity undertaken compared to the strategy (June 2014 i.e. this report)
- 1.3 The figures in this report are based on the actual amounts borrowed and invested and as such will differ from those stated in the final accounts which are shown in compliance with International Financial Reporting Standards.
- 1.4 The report comprises of the following sections;
- Economic background & impact on the Strategy (Section 2),
 - Treasury Position (Section 3),
 - Borrowing Position (Section 4),
 - Investment Position (Section 5),
 - Related Treasury Issues (Section 6),
 - Prudential and Performance indicators (Section 7),
 - Appendices.

2. ECONOMIC BACKGROUND & IMPACT ON 2013/14 STRATEGY

- 2.1 The financial year of 2013/14 continued the challenging investment environment of previous years, namely low investment returns, although levels of counterparty risk did subside. A brief summary of the main events which occurred during the year are highlighted below;

UK: -

- economic growth (GDP) surged at its fastest rate in 6 years registering positive growth in all 4 quarters of 2013-14;
- there was no additional quantitative easing undertaken by the Bank of England during 2013/14;
- Bank Rate ended the year unchanged for the fifth successive year at 0.5%,
- CPI inflation fell from 2.8% in April 2013 to below the Government's target rate of 2.0% to 1.7% by March 2014;
- unemployment rate fell from 7.8% in April 2013 to 6.9% in March 2014, its lowest level in 5 years;
- the Funding for Lending Scheme, introduced by the Bank of England in July 2012, continued to provide cheap credit to the banks resulting in low money market investment rates being available. However that part of the Scheme which supported the provision of credit for mortgages was terminated in the first quarter of 2014 as concerns rose over resurging house prices;
- the Government announced in both its Autumn Statement & March budget that the forecast for total borrowing over the next 5 years was to fall by £97bn, culminating in a £5bn surplus in 2018-19.

EU:-

- sovereign debt crisis subsided during the year;
- confidence in the ability of the Eurozone to remain intact increased substantially.

- 2.2 The expectation for interest rates was that the first Bank Rate rise would not occur until quarter 3 2015 at the earliest. However at the recent annual Mansion House dinner, the Bank of England Governor Mark Carney hinted that a rise in rates could happen sooner than markets expected. This will be kept under review.
- 2.3 The actual movement in interest rates when compared to the expectations in the strategy are shown below and a more detailed analysis detailing how investment rates moved during the course of the year is provided at Appendix A;

	2013/14	1 April 2013	31 March 2014	2013/14
	Forecast Average	Actual	Actual	Actual Average
	%	%	%	%
UK Bank Rate	0.50	0.50	0.50	0.50
Investment Rates				
3 month	0.50	0.51	0.53	0.52
1 Year	1.00	0.91	0.94	0.89
Loan Rates				
5 Year	1.65	1.75	2.87	2.46
25 Year	3.80	4.07	4.51	4.43

For reference, the 2013/14 budget assumed an average investment rate of 1.00% and that no new borrowing would be undertaken.

3. TREASURY POSITION

- 3.1 The Council's debt and investment position is controlled in order to ensure that security of funds and adequate liquidity for revenue and capital activities are maintained at all times. This function is undertaken by the Council's Treasury Management team. Procedures and controls to achieve these objectives are well established both through Member reporting and officer activity.
- 3.2 At the beginning and end of 2013/14 the Council's treasury position was as follows:

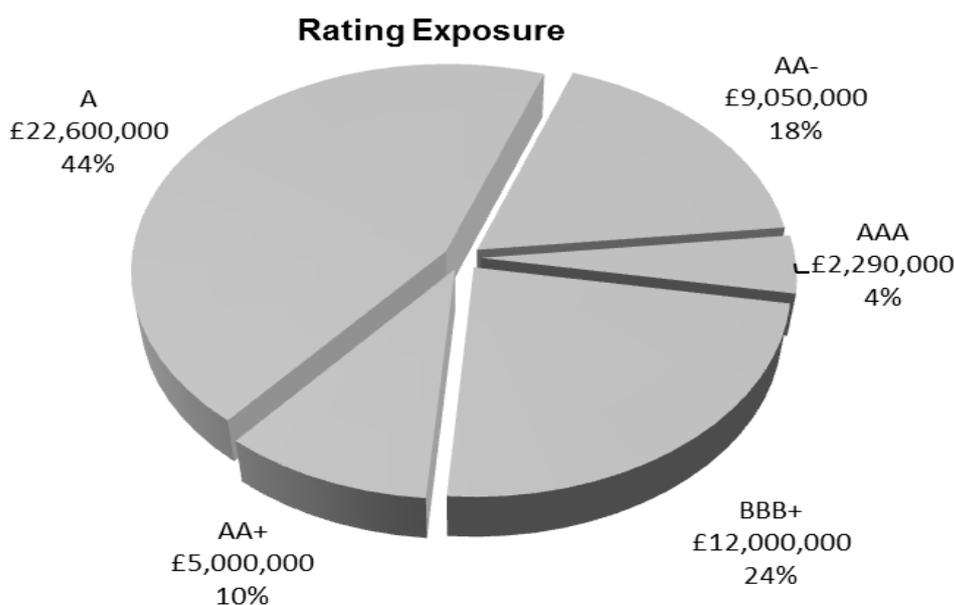
	31 March 2014 Principal	Total	Interest Rate	31 March 2013 Principal	Total	Interest Rate
DEBT						
Fixed rate:						
-PWLB	£41.4m			£44.5m		
-Market	£5.0m	£46.4m	6.83%	£25.0m	£69.5m	5.55%
Variable rate:						
-PWLB	£0m			£0m		
-Market	£51.0m	£51.0m	5.14%	£31.0m	£31.0m	4.58%
Total debt		£97.4m	5.95%		£100.5m	5.25%
Capital Financing Requirement (to finance past capital expenditure)		£143.2m			£147.6m	
Over/ (under) borrowing		(£45.8m)			(£47.1m)	
INVESTMENTS						
- Fixed rate	£26.9m			£32.4m		
- Variable rate	£24.0m			£19.8m		
Total investments		£50.9m	0.79%		£52.2m	0.88%

4. BORROWING POSITION

- 4.1 During the year the Council's external debt levels reduced by £3.1m to £97.4m, following repayments made to the Public Works Loan Board for annual and maturing debt. Of the debt outstanding of £97.4m, £1.0m is administered on behalf of Greater Manchester Probation Service which leaves £96.4m in respect of the Council's own long term requirement.
- 4.2 A maturity profile of the Council's debt can be found at Appendix B & C for reference.
- 4.3 During 2013/14 and in response to the continuing interest rate differential between the cost of long term debt (3.9% to 4.7%) compared to the levels of return available from short term investments (under 1%) together with investment counterparty risk, the Council continued with its the strategy, adopted since 2010, of borrowing internally (using cash backed reserves) to fund its long term borrowing requirement and maturing debt. This course of action continues to be widely followed by Councils nationally and was undertaken in conjunction with advice obtained from the Council's external advisers Capita.
- 4.4 Due to the high breakage costs (premium) payable no rescheduling on any of the Council's loans was undertaken in the year.

5. INVESTMENT POSITION

- 5.1 The Council's investment policy is governed by CLG guidance issued in March 2010 and which was implemented in the annual investment strategy approved by Council on 20 February 2013. This policy sets out the approach for choosing investment counterparties, and is based on credit ratings provided by the three main credit rating agencies supplemented by additional market data (such as rating outlooks, credit default swaps, bank share prices etc.). The table below provides a breakdown of the Council's investments placed as at 31 March 2014 by long term credit rating and further information detailing the make-up of this can be found at Appendix C & D;



- 5.2 The in-house treasury management team manages the investments using the institutions listed in the Council's approved lending list and funds can be invested for a range of periods from overnight to 3 years dependant on cash flow requirements, duration and counterparty limits set out in the approved investment strategy, its interest rate view and the interest rates on offer. Investment activity during the year conformed to the approved strategy, and the Council had no liquidity difficulties.

- 5.3 The in-house team also continually monitors the markets and during the year there was very little movement in both credit ratings and interest rates highlighting the continuing movement by financial institutions to realign their balance sheets following the economic downturn.
- 5.4 The Council's main bank account, held with the Co-operative Bank, is non-interest bearing and consequently if no investments were undertaken by the Council's in house treasury management team, the Council would miss the opportunity to generate a substantial amount of income.
- 5.5 During 2013/14 an investment rate of return was 0.74% was achieved through proactive investment management generating £(0.5m) of interest, which was 0.38% or £(0.3m) above the comparable performance indicator of the average 7-day London Interbank BID (LIBID) rate, of 0.35% and in-line with the original budget assumption. Though the rate of interest earned of 0.74% was below that originally budgeted for of 1.00%, the level of investment interest received was not affected as a result of balances invested being higher than originally forecasted due to external grants / contributions / monies being received ahead of spend requirement.
- 5.6 A maturity profile of the Council's temporary investments can be found at Appendix C together with a further breakdown at Appendix D which details the historic risk of default.

6. RELATED TREASURY ISSUES

- 6.1 The Co-operative bank - Since 2002 the Council has used the services of The Co-operative Bank for its day to day banking requirements. During April and May 2013, two of the three main credit rating agencies, Fitch and Moody's, both revised down their credit ratings assigned to the bank to that of sub-investment grade. In response to this downgrade the Council undertook to place no further investments with the bank and remove it from the authorised lending list of institutions with whom investments could be placed. This is the normal course of action adopted in this scenario. However the Council did continue to use the bank for its day to day banking requirements. During the course of the year, The Co-operative Bank announced it was, over the next few years, to withdraw from the Local Authority banking market and in order to ensure that the banking requirements for the Council were met, it is participating in the current AGMA Procurement exercise taking place seeking a replacement bank, the results of which will be produced in August 2014.
- 6.2 Local Authority Mortgage Scheme – In 2012/13, the Council participated in the national Local Authority Mortgage Scheme using the cash backed option with Lloyds bank by advancing £2m for a period of 5 years at an interest rate of 4.41%. Due to the success of this scheme, a further £1m was advanced to Lloyds bank in 2013/14 at an interest rate of 2.7% again for a period of 5 years. These deposits provide an integral part of the mortgage lending, and are classified as being a service investment, rather than a treasury management investment, and is therefore outside of the specified / non specified investment categories.

7. PRUDENTIAL AND PERFORMANCE INDICATORS

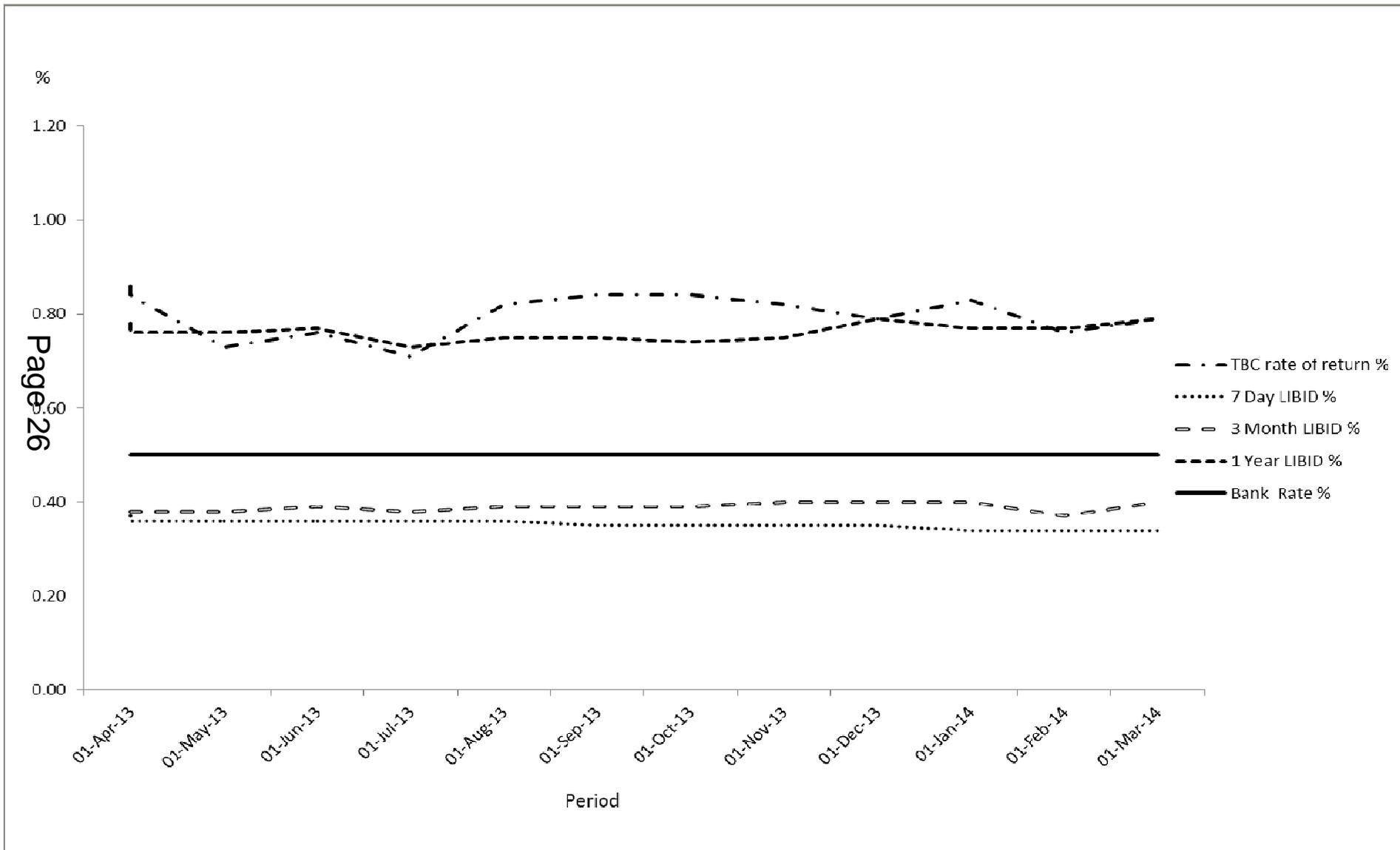
- 7.1 Within the Treasury Management Strategy for 2013/14, approval was given to the treasury management prudential & performance indicators for the period 2013/14 – 2016/17. All indicators and benchmarks set for 2013/14 were complied with and details of these are shown in Appendix E.

Finance Officer Clearance ...GB.....

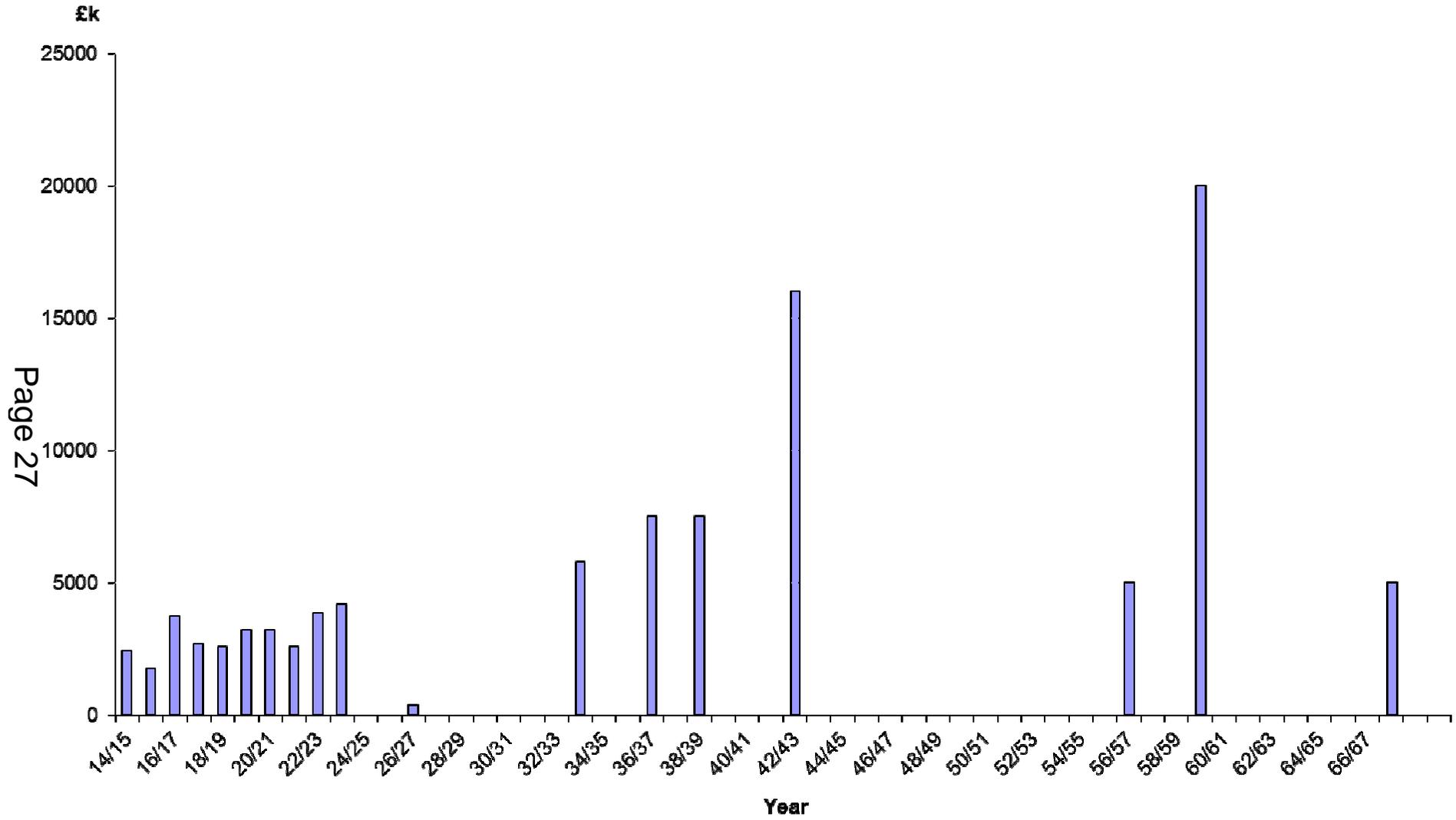
Legal Officer Clearance ...JL.....

Director of Finance Signature

Investment Interest rate movements in 2013-14



Profile of debt outstanding as at 31.03.2014



Maturity Profile

Debt portfolio:

	31 March 2014 Actual	31 March 2013 Actual
Under 12 months	£2.4m	£3.1m
12 months and within 24 months	£1.8m	£2.4m
24 months and within 5 years	£9.0m	£8.2m
5 years and within 10 years	£17.1m	£15.5m
10 years and above	£67.1m	£71.3m
Total	£97.4m	£100.5m

Investment portfolio:

	31 March 2014 Actual	31 March 2013 Actual
Instant Access	£24.0m	£19.4m
Up to 3 Months	£3.5m	£14.0m
3 to 6 Months	£2.3m	£3.0m
6 to 9 Months	£2.2m	£5.6m
9 to 12 months	£13.9m	£10.2m
Over 1 year	£5.0m	£0.0m
Total	£50.9m	£52.2m

Breakdown of Investments as at 31 March 2014

Counterparty	Amount £	Interest rate	Lowest Long Term Credit Rating*	Historic Risk of Default**
Barclays Bank – call account	5,000,000	0.65%	A	0.000%
Greater Manchester Waste Disposal Authority	5,000,000	1.60%	AA+	0.080%
Federated Investors – Money Market Fund	1,930,000	0.41%	AAA	0.000%
Ignis – Money Market fund	80,000	0.42%	AAA	0.000%
Lloyds Bank	1,500,000	0.65%	A	0.005%
Lloyds Bank	2,500,000	0.95%	A	0.076%
Lloyds Bank	1,600,000	0.95%	A	0.079%
Lloyds Bank	2,700,000	0.94%	A	0.080%
Lloyds Bank	2,600,000	0.95%	A	0.083%
Lloyds Bank	2,500,000	0.95%	A	0.084%
Lloyds Bank	2,000,000	0.95%	A	0.087%
Morgan Stanley - Money Market Fund	280,000	0.37%	AAA	0.000%
Nationwide BS	2,200,000	0.69%	A	0.058%
Royal Bank of Scotland – call account	10,000,000	0.60%	BBB+	0.001%
Royal Bank of Scotland – 60 day notice	2,000,000	0.70%	BBB+	0.035%
Total UK	41,890,000	0.84%		
Svenska Handelbanken – call account	6,750,000	0.55%	AA-	0.000%
United Overseas Bank	2,300,000	0.51%	AA-	0.008%
Total Non UK	9,050,000	0.54%		
Grand Total	50,940,000	0.79%		

* The minimum Long term credit rating required by the Council is A- unless the bank is part nationalised.

**Historic Risk of Default – this is an average % risk for each investment based on 30 years of data provided by Fitch, Moody's & S&P. It simply provides a calculation of the possibility of average default adjusted for the time period within each year according to the maturity of the investment.

Appendix E

Prudential Indicators for 2013/14

Figures are for the financial year	2013/14 Forecast	2013/14 Actual
<p style="text-align: center;">Authorised Borrowing Limit</p> <p>(Maximum level of external debt & other long term liabilities (PFI & leases) that the Council requires – this is a statutory limit under Section 3(1) of the Local Government Act 2003).</p>	£126m	£104m
<p style="text-align: center;">Operational Boundary</p> <p>(This is calculated on a similar basis as the authorised limit & represents the expected level of external debt & other long term liabilities (PFI & leases) may reach during the year, it is not a limit).</p>	£107m	£104m
<p style="text-align: center;">Upper limits on fixed interest rates</p> <p>(Maximum limit of net fixed interest rate exposure - debt less investment)</p>	£3.6m	£3.4m
<p style="text-align: center;">Upper limits on variable interest rates</p> <p>(Maximum limit of net variable interest rate exposure – debt less investment)</p>	£1.9m	£1.5m
<p style="text-align: center;">Gross debt and Capital Financing Requirement</p> <p>(A new indicator implemented from 1 April 2013 highlighting that all gross external borrowing is prudent, for capital purposes only and does not exceed the capital financing requirement – figures reflect amount capital financing requirement exceeds gross external borrowing).</p>	£37m	£40m
<p style="text-align: center;">Maturity structure of fixed rate borrowing</p> <p>(These gross limits are set to reduce the Council's exposure to large fixed rate sums falling due for refinancing – these are required for upper, as shown and lower limits which were set at 0%).</p>		
Under 1 year (this includes the next call date for Market loans)	70%	54.8%
1 year to 2 years	25%	1.8%
2 years to 5 years	25%	14.4%
5 years to 10 years	25%	17.5%
10 years to 20 years	25%	6.3%
20 years to 30 years	25%	0.0%
30 years to 40 years	25%	0.0%
40 years and above	25%	5.2%
<p style="text-align: center;">Maximum principal funds invested exceeding 364 days (excluding Manchester International Airport shares)</p> <p>(These limits are set to reduce the need for early sale of an investment)</p>	£50m	£5m

Performance Indicators for 2013/14

Indicator	Target	Actual
Security – potential default rate of the Council's investment portfolio based on default rates from the 3 main credit rating agencies – inclusion is recommended by CIPFA.	Max 0.09%	Max 0.03%
Liquidity – investments available within 1 week notice	£20m min.	Achieved
Liquidity – Weighted Average Life of investments	6 months	6 months
Yield – Investment interest return to exceed 7 day London Interbank BID rate	0.35%	0.74%
Origin of investments placed - maximum investments to be directly placed with non-UK counterparties.	UK institutions 100% Non UK institutions 40%	Min 71% Max 29%

TRAFFORD COUNCIL

Report to: Council
Date: 16 July 2014
Report for: Information
Report of: Cllr Whetton and Cllr Mrs Evans – Chair and Vice - Chair
Accounts & Audit Committee (2013/14)

Report Title

Accounts and Audit Committee Annual Report to Council 2013/14.

Summary

The report sets out the 2013/14 Annual Report of the Accounts and Audit Committee to be submitted to Council.

Recommendation

The Council is asked to note the report.

Contact person for access to background papers and further information:

Name: Mark Foster – Audit and Assurance Manager
Extension: 1323

Background Papers:

2013/14 Accounts and Audit Committee minutes
Accounts and Audit Committee terms of reference

Accounts & Audit Committee
Annual Report
To Council

2013-2014



CONTENTS

FOREWORD BY CHAIR & VICE CHAIR OF THE ACCOUNTS & AUDIT COMMITTEE.....	Page 2
INTRODUCTION	
Role of the Committee.....	Page 3
Purpose of the Report.....	Page 3
Membership of the Committee.....	Page 3
ACCOUNTS & AUDIT COMMITTEE – SUMMARY OF ASSURANCES TO COUNCIL	Page 4
2013/14 – THE WORK OF THE ACCOUNTS & AUDIT COMMITTEE	
Internal Audit.....	Page 5
External Audit.....	Page 7
Risk Management.....	Page 9
Corporate Governance and the Annual Governance Statement.....	Page 10
Anti Fraud & Corruption Arrangements.....	Page 12
Accounts.....	Page 13
DEVELOPMENT OF THE ACCOUNTS & AUDIT COMMITTEE	
Training and Development.....	Page 15

FOREWORD BY THE CHAIR AND VICE CHAIR OF THE ACCOUNTS & AUDIT COMMITTEE

We believe that the Accounts and Audit Committee should be and is central to the provision of effective corporate governance. It is independent of the Executive and has a key role in providing both challenge across the organisation, and independent assurance to the Council, and the public, on how well the Council is being managed. We believe this is fundamental to good corporate governance.

By the effective fulfilment of its role the Committee should help to ensure public confidence in the objectivity and fairness of financial and other reporting. It also helps to deliver improved services and ensure the Council aims to achieve better value for money, the importance of this being highlighted given the current national economic climate.

Continuous improvement is a focus for this Committee. This is both in supporting the ongoing improvement and transformation of the Council as a whole but also in being proactive in continually improving the way the Committee operates, and in developing the skills and knowledge of its members.

In addition to coverage of its work plan which was agreed at the start of the year, the Committee has sought assurance through the year as issues arise and added further items to its agenda where appropriate, requesting information and providing constructive challenge.



Councillor Michael Whetton
Chairman, Accounts & Audit Committee 2013-14



Councillor Mrs. Laura Evans
Vice-Chair, Accounts & Audit Committee 2013-14

INTRODUCTION

Role of the Committee

The role of the Accounts and Audit Committee is to:

- provide independent assurance on the adequacy of the risk management framework and the associated control environment,
- undertake independent scrutiny of the Authority’s financial and non financial performance to the extent that it affects the Authority’s exposure to risk and weakens the control environment, and
- oversee the financial reporting process.

Assurance is gathered by the Committee largely from the work of Finance Services (including the Audit and Assurance Service and Financial Management), and External Audit (provided by Grant Thornton in 2013/14). Relevant officers within these areas attended meetings through the year. This was supplemented by assurance from other sources where this was considered appropriate, for example direct from the Council’s managers.

Purpose of the Report

The purpose of this report to Council is to:

- Summarise the work undertaken by the Accounts & Audit Committee during 2013/14 and the impact it has had.
- Provide assurance to the Council on the fulfilment of the Committee’s responsibilities.

Membership of the Committee

The Accounts & Audit Committee’s terms of reference state that its membership shall comprise seven members, be politically balanced within the Council’s current system, and shall not include any members of the Executive.

Accounts & Audit Committee Membership	
2013/14	2014/15
Cllr Michael Whetton (Chair)	Cllr Michael Whetton (Chair)
Cllr Laura Evans (Vice Chair)	Cllr Laura Evans (Vice Chair)
Cllr Barry Brotherton	Cllr Barry Brotherton
Cllr Jane Baugh	Cllr Jane Baugh
Cllr Chris Boyes	Cllr Chris Boyes
Cllr Tom Ross	Cllr Tom Ross
Cllr Patrick Myers	Cllr Dylan Butt

ACCOUNTS & AUDIT COMMITTEE – SUMMARY OF ASSURANCES TO COUNCIL

The Committee derives its independent assurance from the work of External Audit, Finance (including Internal Audit and Financial Management), Council managers and external inspection agencies.

During the year, these sources of assurance were reported to the Committee on a regular basis across a wide spectrum of the work of the Council encompassing all the themes identified in the Committee's Terms of Reference. The Committee was able to both receive information and provide challenge and feedback to officers and external auditors. The Committee has therefore effectively fulfilled its responsibilities during 2013/14.

The Committee can provide the Council with assurance that its arrangements for:

- Internal and External Audit;
 - Risk management;
 - Corporate Governance, Internal Control and the Annual Governance Statement;
 - Anti fraud and corruption, and;
 - The production of the Statement of Accounts;
- are operating effectively.

The above areas were covered through the Committee's meetings during the year. A work programme was agreed by the Committee at the start of the year to ensure it met its responsibilities. This included reviewing regular updates on the work of internal audit, external audit, approval of draft and final accounts, updates of the Council's strategic risk register, review of anti-fraud and corruption arrangements, and regular updates on treasury management and insurance activity. Through the year a number of further items were added to the programme at the request of the Committee which included updates on the use of Council reserves and a presentation on the Council's Transformation programme. It was also agreed that the Committee receives the latest available Revenue Budget Monitoring report at each Committee meeting.

Ongoing financial pressures for local authorities to achieve savings highlight the need for organisations to ensure effective governance arrangements, systems and controls are in place and the risk of fraud or error is minimised. The Committee has gained assurance during 2013/14 through a number of sources, that the governance framework, and within that the internal control environment of the Council, is considered to be operating satisfactorily, providing assurance that principal risks to the achievement of the Authority's policies, aims and objectives are being managed. Where areas for improvement / development have been identified, action plans to address these have been established.

Assurance in terms of the outcome of the 2013/14 External Audit of the Council's Financial Statements and a conclusion on the Council's Value for Money arrangements will be reported later in 2014 to the Committee in the External Auditor's 2013/14 Annual Audit Letter. In November 2013, the Committee had gained assurance through the 2012/13 Annual Audit Letter that an unqualified opinion was given on the 2012/13 financial statements and the report also concluded that the Council had put in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2013. Details of the work undertaken by the Committee are set out in the rest of this report.

Accounts and Audit Committee – Work Completed During 2013/14

Internal Audit

Role of the Committee in relation to Internal Audit:

- Review and approve (but not direct) the Internal Audit Charter, an Internal Audit Strategy and internal audit resourcing.
- Review and approve (but not direct) the annual Internal Audit work programme. Consider the proposed and actual audit coverage and whether this provides adequate assurance on the organisation’s main business risks. Review the performance of Internal Audit.
- Receive summary internal audit reports and seek assurance on the adequacy of management response to internal audit advice, recommendations and actions plans.
- Review arrangements for co-operation between Internal Audit, External Audit and other review bodies, and ensure that there are effective relationships which actively promote the value of the audit process.
- Receive the Annual Internal Audit report and opinion.

Work Completed	Outcome/ Impact
<p>The progress of internal audit work conducted by the Audit and Assurance Service is reported to the Committee on a quarterly basis. This includes the results of individual reviews, responses to audit reports, progress in implementing the annual audit plan and performance of the Audit and Assurance Service. Update reports were presented in September 2013, November 2013 and February 2014.</p> <p>June 2013 The Annual Internal Audit Report was submitted, providing an opinion on the standard of internal controls during 2012/13 and a summary of work undertaken during the period.</p>	<p>The Committee maintained an overview of the control environment through 2013/14 and also obtained assurance in respect of Internal Audit performance.</p> <p>The Committee gained assurance that based on Internal Audit work undertaken in 2012 /13, overall the Council’s control environment is operating to a satisfactory standard. Improvement plans were produced for those areas where control improvements were recommended.</p>
<p>March 2014</p> <p>A report was submitted incorporating the 2014/15 annual Internal Audit Plan.</p>	<p>Assurance that Internal Audit coverage for the coming year covers a wide range of key business risks and adequate internal audit resources were available to complete the planned work.</p>

<p>March 2013 (continued)</p> <p>The Committee received a brief update on work undertaken by Internal Audit in meeting the Public Sector Internal Audit Standards, introduced in 2013/14. As part of this report, the Committee received the revised Internal Audit Charter and Strategy, updated to reflect the revised Standards. The Internal Audit Charter describes the purpose, authority and principal responsibilities of the Internal Audit function provided by the Audit and Assurance Service, and the Internal Audit Strategy describes the arrangements in place to deliver internal audit so as to ensure that the objectives and scope of the Service are met.</p>	<p>The Accounts and Audit Committee approved the Internal Audit Charter and Strategy.</p>
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External Audit

The role of the Committee in relation to external audit is:

- To review and consider proposed and actual External Audit coverage and its adequacy, and consider the reports of External Audit and other inspection agencies.
- To receive updates from External Audit on findings and opinions, and assurance as to the adequacy of management’s response to External Audit advice, recommendations and action plans.
- To review arrangements made for co-operation between External Audit, Internal Audit and other review bodies.

Work Completed	Outcome/ Impact
<p>June 2013 The Committee received a report from Grant Thornton on the progress made in delivering its responsibilities as the Authority’s external auditor. The report also highlighted key emerging national issues and developments which could be of interest to members of the Committee. Other such updates were provided at meetings in November 2013 and February 2014.</p>	<p>The Committee was able to monitor progress in respect of external audit work.</p>
<p>September 2013 The Committee received the External Auditor’s review of the Council’s arrangements for securing financial resilience and Managements’ draft response to the review.</p> <p>The Committee also received the External Auditor’s report highlighting the key matters arising from the audit of the Council’s financial statements for the year ended 31 March 2013.</p>	<p>Members of the Committee welcomed the overall conclusion that whilst the Council faced financial challenges ahead with significant reductions in future government funding, its current arrangements for securing financial resilience were good.</p> <p>Members were advised that it was anticipated that the audit opinion would be that the financial statements give a true and fair view of the financial position of Trafford Council as at 31 March 2013. Members were advised that an area for improving arrangements was in respect of ensuring certain payroll documentation was readily retrievable. It was agreed at the meeting that an update on progress against this recommendation would be provided to a future Committee meeting.</p>

<p>November 2013 The Committee received the Council's Annual Audit Letter summarising the findings from the 2012/13 audit of the Council by Grant Thornton.</p>	<p>The Annual Audit Letter confirmed that an unqualified opinion was given on the financial statements and also it was concluded that the Council has put in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ending 31 March 2013.</p> <p>The Committee noted the key message from the letter that whilst the Council has a good, disciplined and structured approach to managing its financial performance, there were still significant challenges ahead which would require further transformation to achieve savings while securing high quality services.</p> <p>The Committee was provided with an update report which provided the Council's response to the External Auditor's recommendation in relation to payroll documentation, contained in the 2012/13 Audit Findings Report.</p>
<p>February 2014 Grant Thornton presented a report summarising its overall findings from the certification of the Council's 2012/13 claims for funding from government grant-paying departments.</p> <p>Grant Thornton also submitted a report detailing its planned audit work for the year and its audit fee for work relating to 2012/13. The report also drew member's attention to a number of emerging national issues and developments.</p> <p>March 2014</p> <p>The Committee received the External Audit Plan from Grant Thornton which outlined its audit strategy and plan to deliver the audit for the year ended 31 March 2014.</p>	<p>The Committee noted the key messages which overall were positive. Some recommendations have been made which the Authority has considered and agreed to implement.</p> <p>The reports submitted in February and March provided the Committee with details of work Grant Thornton is required to undertake as the council's external auditor.</p>

Risk Management

The role of the Committee in relation to risk management:

- Review the adequacy of arrangements for identifying and managing the organisation’s business risks – including the Council’s risk management policy and strategy and their implementation.
- Review the robustness of the strategic risk register and the adequacy of associated risk management arrangements.
- Receive and consider regular reports on the risk environment and associated management action.

Work Completed	Outcome/ Impact
<p>September 2013 The Committee was provided with a report setting out the Council’s Strategic Risk Register. The report provided an update on the strategic risk environment which included details of risks that had been removed and added to the register since the previous update.</p>	<p>The Committee received assurance on the arrangements for reviewing key strategic risks.</p>
<p>November 2013 As part of the update on work undertaken by the Audit and Assurance Service, the Committee was advised that corporate risk management guidance had been updated which included general guidance for services (including the introduction of an e-learning tool, guidance available on the intranet on report writing and updated examples of different areas of risks and approaches to managing risk).</p>	<p>The Committee received assurance that guidance on risk management had been reviewed and updated.</p>
<p>March 2014 The Committee was provided with a further update report on the Strategic Risk Register. The report provided an update on the strategic risk environment, including new risks added to the register as well as updates on existing risks.</p>	<p>The Committee received assurance that there is ongoing monitoring of strategic risks with details provided for each risk of control / monitoring arrangements in place and where applicable further improvements planned.</p>

Corporate Governance, Internal Control and the Annual Governance Statement

The role of the Committee in relation to the above is to:

- Conduct a critical review of the proposed Annual Governance Statement, the procedures followed in its completion and supporting evidence to provide assurance to the Leader of the Council and the Chief Executive of its meaningfulness and robustness.
- Review effectiveness of corporate governance and internal control across the organisation and the adequacy of action taken to address any weaknesses or control failures.

Work Completed	Outcome/ Impact
<p>June 2013 A report including the 2012/13 draft Annual Governance Statement, details of the Committee’s review of the Statement and also the updated Corporate Governance Code were presented.</p>	<p>The Committee noted that the Members were satisfied with the robustness of the process followed in generating the Annual Governance Statement and were satisfied that the statement itself is robust. The Committee also agreed that the updated Corporate Governance Code be submitted to the Executive for approval.</p>
<p>September 2013 The final version of the Annual Governance Statement, signed by the Chief Executive and Leader, was submitted to the Committee.</p>	<p>The Committee approved the 2012/13 Annual Governance Statement.</p>
<p>November 2013 A report was submitted to provide an update on work undertaken to date and further work planned in respect of the proposed introduction of an effective electronic records management solution across the Council, as identified as an ongoing development action in previous Annual Governance Statements.</p> <p>A report was also provided in respect of another issue highlighted in the 2012/13 Annual Governance Statement: the development of Locality Partnerships.</p> <p>The Committee received a presentation on the role of the Council’s Transformation team, including work undertaken and future plans.</p>	<p>Assurance was provided that the organisation is taking action to strengthen areas highlighted for further development in the previous year’s Annual Governance Statement.</p> <p>Following a request by the Committee, members were able to gain information to understand arrangements in place / planned developments in respect of the Council’s Transformation programme.</p>
<p>February 2014 A report setting out a proposed action plan to ensure compliance with the production of an Annual Governance Statement for 2013/14 was presented.</p> <p>A report was submitted to provide an update on</p>	<p>Procedures and responsibilities of members and officers in the process for producing and approving the 2013/14 Annual Governance Statement were agreed.</p> <p>Assurance was provided that the organisation is</p>

<p>work undertaken to date and further work planned since the transfer of Public Health responsibilities to the Council in April 2013. This was identified as an ongoing development action in the 2012/13 Annual Governance Statement.</p>	<p>taking action to strengthen areas highlighted for further development in the previous year's Annual Governance Statement.</p>
<p>March 2014 A report was presented in respect of progress made in relation to the Public Service Reform agenda which was referred to in the 2012/13 Annual Governance Statement as one of the Council's key areas for development in 2013/14.</p> <p>A report was presented in respect of another governance issue highlighted in the 2012/13 Annual Governance Statement. This related to the progress made towards implementing revised terms and conditions for Trafford Council employees, which were effective from 1 April 2014.</p>	<p>Assurance was provided that the organisation is taking action to strengthen areas highlighted for further development in the previous year's Annual Governance Statement.</p>

Anti - Fraud & Corruption Arrangements

The role of the Committee is to:

- Review and ensure the adequacy of the organisation’s Anti - Fraud & Corruption policy and strategy and the effectiveness of their application throughout the Authority.
- Review and ensure that adequate arrangements are established and operating to deal with situations of suspected or actual fraud and corruption.

Work Completed	Outcome/ Impact
<p>September 2013 The Fraud Investigation Team 2012/13 Annual Report was presented outlining the Council’s responsibilities towards tackling benefit fraud and detailing the team’s performance during the period and plans for the year ahead.</p>	<p>In respect of benefit fraud, assurance was obtained through the year on the adequacy of the Council’s anti-fraud and corruption arrangements and ongoing developments.</p>
<p>February 2014 A report was submitted outlining the proposed changes to the verification of Housing Benefit and Council Tax Support claims by introducing a risk based verification scheme.</p>	<p>The Accounts and Audit Committee agreed the following which was subsequently approved by the Executive:</p> <ul style="list-style-type: none"> - a policy of requiring different levels of evidence in support of claims for Housing Benefit and Council Tax Support according to their risk be adopted in addition to agreeing a revised arrangement for customers to sign off a declaration form as an on-line process.
<p>March 2014 The Audit and Assurance Service provided a report on anti-fraud and corruption work undertaken during the year. This included a summary of fraud investigation work undertaken by the Service, anti-fraud awareness raising activity completed and an update on work undertaken to support the National Fraud Initiative.</p>	<p>The Committee was provided with assurance that anti-fraud work by the Audit and Assurance Service continues to include both investigative work and awareness raising activity to aim to reduce the risk of possible fraud.</p>

Accounts

The role of the Committee is to:

- Approve the Council’s Annual Statement of Accounts including subsequent amendments.
- Consider the External Auditor’s report on the audit of the Council’s annual financial statements.
- Be responsible for any matters arising from the audit of the Council’s accounts.

Work Completed	Outcome/ Impact
<p>June 2013 The pre-audited Annual Statement of Accounts for 2012-13 was presented along with copies of the 2012-13 Revenue Budget Outturn and Capital Investment Programme Outturn reports.</p> <p>A report was submitted providing a summary of insurance performance for 2012/13, detailing premium costs, liability claim numbers, repudiation rates and initiatives progressed and planned.</p> <p>A report was submitted on the outcome of the review of treasury management activities for the past financial year. (In addition, in November 2013, a report was presented which provided an update on the progress of the treasury management activities undertaken for the first half of 2013/14).</p>	<p>In accordance with best practice, the Committee was able to review the accounts prior to submission to the external auditor and public inspection.</p> <p>At the request of the Committee, the Director of Finance agreed to submit the most recent available budget monitoring reports for future Committee meetings.</p> <p>Recognising the extent of work that goes into the financial statements, the Committee conveyed its appreciation to the Director of Finance and his team for all their hard work and dedication in preparing this year’s Accounts and for delivering a constructive workshop for Members on the financial results.</p> <p>Assurance was obtained that insurance arrangements are monitored and regularly reviewed.</p> <p>Assurance was obtained that treasury management activities adhere to the CIPFA Code of Practice on Treasury Management and CIPFA Prudential Code for Capital Finance.</p>
<p>September 2013 The final accounts were presented following the audit of the 2012-13 draft accounts.</p>	<p>The Committee reviewed and approved the changes to the accounts that had been agreed with the external auditor (Grant Thornton) following its audit. The Committee thanked Finance Services for the work undertaken in</p>

	preparing the accounts and also the external auditors for their input.
<p>November 2013</p> <p>A report was presented providing an update on the progress of the treasury management activities undertaken for the first half of 2013/14.</p>	<p>The Committee was able to monitor treasury management performance during the year in line with the CIPFA Code of Practice on Treasury Management.</p>
<p>February 2014</p> <p>A Treasury Management report was submitted setting out the Council’s strategy for 2014/15 – 2016/17. This included the debt strategy, minimum revenue provision (amounts set aside for debt repayment) and investment strategy.</p> <p>A report was submitted providing an update on insurance performance during 2013/14. The report detailed performance in respect of highway claims and other major claims, the new Ministry of Justice Reforms and the implications on the Council and the current budget position.</p>	<p>The Audit Committee recommended that the Council approve the various elements of the Strategy.</p> <p>Members enquired about the current insurance contract and received information on the process for tendering the Council’s insurance portfolio.</p>
<p>March 2014</p> <p>A report was provided on the position in respect of the Council’s reserves and provisions and also advised on planned commitments between 2013/14 and 2015/16.</p>	<p>In addition to the work programme established at the start of the year, during the year the Committee added further items to planned work. This included requesting and receiving an updated position on the Council’s reserves and provisions.</p>

DEVELOPMENT OF THE ACCOUNTS & AUDIT COMMITTEE

Training and development

The members of the Accounts & Audit Committee are all very aware of the important role they have as the Council's members charged with responsibility for governance.

Training across a wide range of areas has taken place over a number of years to support members in effectively delivering their role. This has included providing induction guidance for new Members of the Committee and through the year providing guidance and information both as part of Committee meetings and outside of the Committee.

Briefings/updates on new developments and issues for the Committee to consider have been included as part of update reports provided to the Committee during the year.

In 2013/14, a training session was held in June 2013 in respect of the Financial Accounts, in advance of the Committee meeting.

At the request of the Committee, a presentation was given on the role of the Transformation team at its meeting in November 2013.

It is planned that further training requirements will be considered by the Committee in 2014/15 to take into account updated guidance for Audit Committees published by the Chartered Institute of Public Finance and Accountancy in 2013/14.