



## **NORTH YORKSHIRE BUILDING CONTROL PARTNERSHIP**

Wednesday 12 October 2011 at 1.30 pm

Offices of the North Yorkshire Building Control - Easingwold

### **Agenda**

- 1 **Apologies for absence**
- 2 **Minutes of the meeting held on the 29 June 2011** (Pages 1 - 6)
- 3 **Urgent Business**  
To receive notice of any urgent business which the Chairman considers should be dealt with at the meeting as a matter of urgency by virtue of Section 100B(4)(b) of the Local Government Act 1972.
- 4 **Declarations of Interest**  
Members to indicate whether they will be declaring any interests under the Code of Conduct.  
  
Members making a declaration of interest at a meeting of a Committee or Council are required to disclose the existence and nature of that interest. This requirement is not discharged by merely declaring a personal interest without further explanation.
- 5 **Presentation on Changes to Public Sewers**
- 6 **Audit Report** (Pages 7 - 14)
- 7 **Performance Report** (Pages 15 - 20)
- 8 **Provision of Support Services to the Building Control Partnership** (Pages 21 - 24)

**9 Exempt Information**

It is recommended that under Section 100(A) (4) of the Local Government Act 1972 the public be excluded from the meeting for the following items as there will be a likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act as the information relates to the financial or business affairs of any particular person (including the authority holding that information).

**10 Monitoring Statement** (Pages 25 - 32)

**11 A verbal report to be given.**

**12 Any other business that the Chairman decides is urgent.**

## **North Yorkshire Building Control Partnership**

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Held at Offices of the North Yorkshire Building Control - Easingwold  
on Wednesday 29 June 2011

### **Present**

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Councillors Bastiman, Mackman, Wainwright, Clack and Parlour

### **In Attendance**

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Audrey Adnitt, Mandy Burchell, Maurice Cann, Les Chapman, Paul Cresswell and Keith Dawson

### **Minutes**

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#### **1 Election of Chairman**

##### **Resolved**

That Councillor Bastiman, Scarborough Borough Council be elected as Chairman of the committee for the ensuing year.

#### **2 Election of Vice Chairman**

##### **Resolved**

That Councillor Mackman, Selby District Council be appointed Vice Chairman of the Partnership Board for the ensuing year.

#### **3 Apologies for absence**

Apologies were received from Councillor Raper, David Archer and David Simpson.

#### **4 Minutes of the Meeting held on the 13 April 2011**

The minutes of the meeting of the North Yorkshire Building Control Partnership held on the 13 April 2011 (previously circulated) were presented.

##### **Resolved**

That the minutes of the meeting of the North Yorkshire Building Control Partnership held on the 13 April 2011 be approved, subject to an additional note of thanks to the Officers Paul Cresswell, Mandy Burchell and Audrey Adnitt from the Host Council Ryedale District Council, for their work on behalf of the Partnership.

5        **Urgent Business**

There were no items of urgent business.

6        **Declarations of Interest**

There were no declarations of interest.

7        **Statement of Accounts 2010/2011**

The Head of Building Control submitted a report (previously circulated) in order to present the accounts of North Yorkshire Building Control Partnership for the financial year ending 31 March 2011.

The income and expenditure account showed an operating surplus of £8,514 which was above the requirement of a minimum level of reserves of £10,000. A further agreed rationalisation and recovery programme for the Partnership was planned to establish the Partnership in a better financial position for 2011/12.

The Chairman thanked the Corporate Director (s151) and his team for all their hard work providing the accountancy services.

**Resolved**

That the Accounts for the Partnership for the financial year 2010/11 be approved.

8        **Performance Report**

The Head of Building Control submitted a report (previously circulated) to provide an update on the Partnership's operational performance from 1 April 2010 to 31 March 2011.

Appended to the report was the Covalent performance report for the period which indicated that the Partnership had, in the majority of cases, achieved its performance targets, the exceptions being the following:

- BC3 Plans over statutory time period
- BC11 Percentage of market share within Schedule 1 (Housing)
- BC12 Percentage of the market share within Schedule 2/3 in the domestic and commercial sectors.
- BC13 CPD Training
- BC15 Income gained through LABC Partnerships.

It was considered essential that the Board continued to monitor the Partnership's performance against the Business Plan to ensure each partner authority received an efficient and effective building control service.

The report included the following information on training undertaken by building control staff:

- Michelle Lanaghan & Daniel Page were awaiting the results of the Diploma in Management Studies.
- Michelle Lanaghan has commenced her professional examination and diary for the Royal Institute of Chartered Surveyors.
- Simon Nichol had completed year 3 of a five year BSC Honours degree in Building Surveying at Northumbria University.
- Julie Chapman had completed a part time HNC in Construction at York College.

### **Resolved**

- a. That the report be noted.
- b. That the Board's congratulations, together with appropriate gifts be forwarded to the members of staff who had successfully completed their courses.

## **9 Charging Increase**

The Head of Building Control submitted a report (previously circulated) in order to present the revisions to the Building Regulation Charges Scheme for the Building Control Partnership from 1 September 2011.

Members were reminded that the new scheme of charges had been introduced last year following the publication in March 2010 of new charging regulations and CIPFA guidance.

The scheme of charges (Annex 1) had been established using the hourly rate times the number of inspections and hours taken plan checking. Should an applicant agree to pay the inspection charge at the same time as paying the deposit charge on a full plans application a 5% discount had been introduced as the costs associated with the application were reduced. By passing these savings onto the applicant it was envisaged that applicants would be encouraged to submit full plans applications.

The overall increase of charges was based on 4% increase on the hourly charge rounded up to the nearest full £

Members were of the opinion that it was essential that charges were set at an appropriate level and within the guidelines of the LGA Model Scheme of

Charges to deliver locally accountable building control services, whilst remaining competitive against charges set by Approved Inspectors. In addition, Members felt it would be appropriate to round up the fees for Building Notices to whole pounds.

### **Resolved**

- a. That the scale of charges set out in Annex 1 be adopted with effect from 1 September 2011.
- b. The fee for full plan submission also be rounded up to the next whole pound.

## 10 **Street Naming and Numbering Appeal**

The Head of Building Control submitted a report (previously circulated) in order to review a recent decision by Street Naming and Numbering to rename eight flats at Fulford Road, Scarborough, following a letter of appeal from residents of the flats.

The original property had been constructed in the 1930's and was registered at the time with the Land Registry as 3 Fulford Road, Scarborough. Following conversion to eight flats in the 1970's, they were renamed Flats 1-8, St Helens 3 Fulford Road, Scarborough. The original entrance to the building was off Fulford Road, however following conversion the original front entrance was only accessible by two of the flats and the remaining flats were entered by a communal entrance at the side of the property fronting Princess Royal Terrace.

Earlier this year the occupant of Flat 2 found that the property was missing from the official register of addresses at the Post Office and contacted Scarborough Borough Council to have the omission rectified.

Following a site visit, it became clear that two flats had access from Fulford Road, and as the remaining flats were accessed via Princess Royal Terrace, they were to be renamed.

Renaming these properties has caused the occupants significant inconvenience, and two of the flat owners have been in protracted correspondence with the Council and the Partnership and have asked for the decision to be reviewed.

Annex 1 set out the Owner's request to revert back to the original address of Fulford Road for all the properties and the installation of clearer signage on the property re access, post etc as confirmed by the management company at annex 2.

The appeal was discussed.

### **Resolved**

That the flats revert back to the original address of Fulford Road for all properties with the installation of clearer signage on the property.

## **11 Flood Defence Grants**

The Head of Building Control submitted a report (previously circulated) to inform Members of a new area of work which the Partnership was undertaking on behalf of Ryedale District Council, following the recent announcement by the Environment Agency of provision of grant assistance for flood defence work in Kirkby Mills and Keldhome.

The Partnership was currently administering on behalf of Ryedale District Council a grant scheme for properties within known flood areas. This entailed undertaking a survey of the property and advising the applicant on measures required to reduce the risk of the property flooding. The maximum grant allocation per dwelling was £2,500 or 50% of the cost whichever was lower. The scheme was approved by Council in February and became operational from 1 April 2011.

In addition, several proposals for flood defence schemes had been submitted to the environment agency by a number of District Councils. Of these, the only scheme which had received the go ahead was Kirkby Mills/Keldholme, which had received grant funding of £127,500 and became operational at the beginning of June 2011.

At present the Partnership was overseeing flood defence work on seven dwellings in the Pickering area, and advising on several properties in Kirkbymoorside, Sinnington, and Kirkby Mill.

### **Resolved**

That the report be received.

## **12 Exempt Information**

### **Resolved**

That under Section 100(4) (A) of the Local Government Act 1972 the public be excluded from the meeting for the following items as there will be a likely disclosure of exempt information as defined in Paragraph 1 and 3 of Part 1 of Schedule 12A of the Act as the information relates to the financial or business affairs of any particular person (other than the authority).

13 **Financial Appraisals Option**

The Corporate Director (S151) gave a presentation on the options for future service delivery, which included continuing with the current membership, enlargement, dissolving the partnership and outsourcing.

In addition, a discussion was held in relation to the reporting of financial information to Board Members, and a request was received for more frequent reports on income and expenditure. The Corporate Director (s151) outlined the present reporting arrangements of monthly income figures and quarterly full monitoring statement. Any increase on these requirements would attract an additional cost. In order to make a decision, a report on the current position and options for increased financial reporting with the cost implications was to be brought to the next meeting.

**Resolved**

- a. That the presentation be received and no further action be taken before April 2012.
- b. That a report on the options for financial reporting, with costs be brought to a future meeting.

**The meeting closed at 4.30pm.**





## Ryedale District Council

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**REPORT TO:** North Yorkshire Building Control Partnership Board

**DATE:** 12 October 2011

**REPORTING OFFICER:** Les Chapman, Building Control Manager

**SUBJECT:** Internal Audit Report

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### **1.0 PURPOSE OF REPORT**

**1.1** To receive the Internal Audit Report for North Yorkshire Building Control Partnership for the financial year 1 April 2010 to 31 March 2011.

### **2.0 RECOMMENDATIONS**

**2.1** That the Report is noted.

**2.2** That the Accountancy sections for each Council be thanked for their valued assistance.

### **3.0 BACKGROUND**

**3.1** The annual internal audit, undertaken by the North Yorkshire Audit Partnership, was completed in June 2011. The audit process covered the normal rules of auditing into financial probity and additional areas requested by the Partnership relating to improved cost efficiencies were investigated. The report is attached in Appendix 1

### **4.0 POLICY CONTEXT**

**4.1** This Report impacts on the Partnership's values relating to delivering a competitive, high quality, dynamic and professional service whilst maintaining honesty, integrity and high ethical standards.

## **5.0 REPORT**

**5.1** The outcome of the Report indicates that with one minor exception the Partnership's procedures, processes and policies are robust and well applied, with no major risks identified.

**5.2** Only one minor issue was identified relating to procedural matters and revisions have been implemented to remove the risk.

## **6.0 FINANCIAL IMPLICATIONS**

**6.1** The internal annual audit fee remains as previous years. However, the external audit fee has decreased from £9,400 to approximately £4,000, a saving of £5,400.

## **7.0 LEGAL IMPLICATIONS**

**7.1** The Partnership has a statutory requirement to undertake both an internal and external annual audit of its finances.

## **8.0 RISK ASSESSMENT**

**8.1** By undertaking a robust internal audit the Partnership ensures financial probity and that customers receive value for money.

## **9.0 CONCLUSION**

**9.1** It is essential that the Board continue to undertake an annual internal audit to ensure financial probity is maintained.

**Background Papers:** Previous Audit Reports 2009/2010

### **OFFICER CONTACT:**

Please contact Les Chapman, Head of Building Control if you require any further information on the contents of this report. The officer can be contacted on 01347 825760, or at [les.chapman@nybcp.org](mailto:les.chapman@nybcp.org).

Alison Newham Group Auditor contactable on 01723 232364

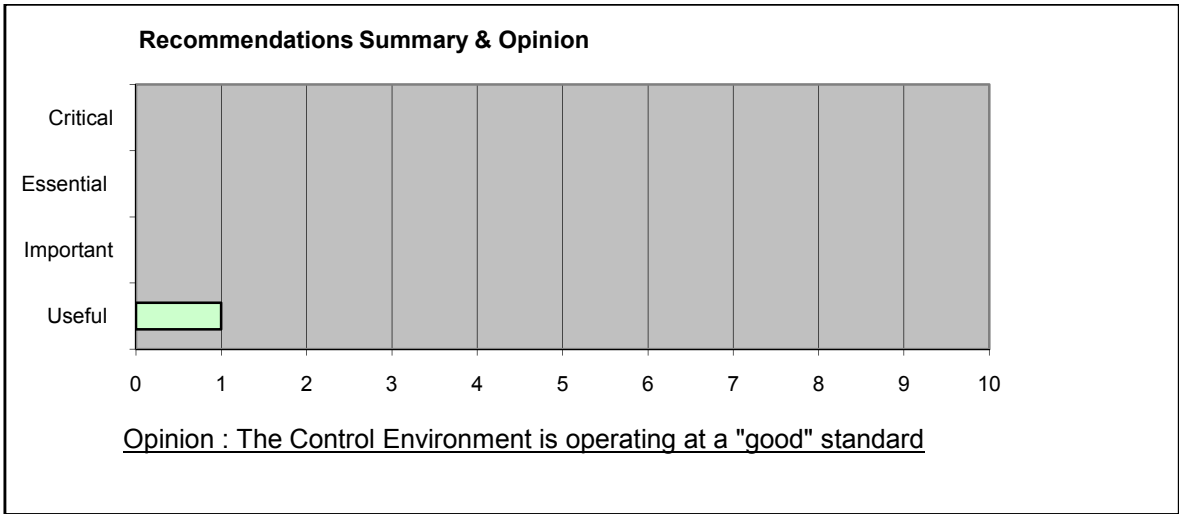


Independent Assurance

# Internal Audit Report



## Selby District Council N.Y. Building Control Partnership September 2011 Final



Auditor: John Madin  
Audit Manager: Alison Newham  
Ref: 9/4610

Circulation list: L Chapman – Head of Building Control

Final only to: P Cresswell: Corporate Director (s151), RDC  
K Iveson: Executive Director (s151), SDC  
N Edwards: Head of Finance & Asset Management, SBC  
D Simpson: Head of Service – Resources, HDC

# CONFIDENTIAL

## **Executive (or Management) Summary**

### **1. INTRODUCTION / key facts**

- 1.1 The N Yorkshire Building Control Partnership [NYBCP] was established in 2001 to provide building control services to Ryedale & Selby District Councils. In subsequent years Hambleton and Richmondshire District Councils, and Scarborough Borough Council joined the partnership.
- 1.2 Ryedale DC is designated as the “host” council and as such they provide accountancy services to the partnership.
- 1.3 The current partnership agreement continues until 31<sup>st</sup> March 2012 and thereafter from year to year subject to 12 months written notice from any of the councils.
- 1.4 The main function of the partnership is the processing of building regulation applications in line with the Building Act 1984.

### **2. SCOPE OF THE AUDIT**

- 2.1 The scope of the audit was to ensure that:
  - ~ All fees are correctly made, charged in all circumstances and recorded correctly in the accounts, including treatment of VAT;
  - ~ Controls ensure that payment is received for all works carried out;
  - ~ All tasks are carried out and within statutory time-scales;
  - ~ Expenditure is properly authorised, within budget limits and appropriately recorded in the accounts;
  - ~ The system is secure;
  - ~ Applications are processed in accordance with the partner Authorities’ policies and government legislation.
- 2.2 The audit undertook to examine, test, evaluate and report upon the systems and controls operated by the partnership’s staff during the period July 2010 to June 2011.

### **3. FOLLOW UP FROM PREVIOUS AUDIT REPORT**

- 3.1 The last audit in 2010 identified that the systems in place were generally found to be working well. A similar standard is seen at this audit and categorised as “Good”.

**4. CONCLUSION, AUDIT OPINION AND RECOMMENDATIONS**

4.1 The findings and associated recommendations, with priority ratings, are found in the Recommendation and Action Plan (section 5.0):-

Critical	implement immediately	
Essential	implementation agreed to be within	0 – 1 month
Important	-	0 – 6 months
Useful	-	0 – 12 months

4.2 Overall the controls and systems in place see a Good standard (Minimal risk identified; one minor recommendation) being achieved. This opinion is arrived at through an assessment of the overall controls in place and the nature of the recommendation which is ranked as “useful”.

4.3 There are no issues ranked as high or of particular concern to warrant comment other than that in section 5.

4.4 The summary of the report and the recommendations will be reported to the O&S Committee quarterly (N.B. Where there is undue delay in agreeing the FINAL report, the DRAFT will be sent instead).

## Recommendations & Action Plan

No.	Finding & Conclusion (risk)	Recommendation	Critical Essential Important Useful	Agreed Management Action	By whom; By when.
R1 Wp 13	<p><u>Budget Monitoring</u></p> <p>Admin Officers record all items of expenditure on the relevant Commitments sheet or sheets that are held in the Budget folder.</p> <p>A review of the control sheets highlighted:</p> <ul style="list-style-type: none"> <li>• 34107 Hired Services – The entry for 4/5/11 has been applied to cost centre 87901 (Operational) however on the control sheets the amount has been split between 87901 &amp; 87902.</li> <li>• 87901/30201 has an entry on the GL for £74.10 relating to IT equipment (ref ce0021712) that is not shown on the</li> </ul>	<p>The control sheets in use for budget monitoring should be reconciled to the General Ledger on a regular basis.</p>	Useful	<p>A system to be established whereby any entries made to the general ledger directly by service units at Ryedale House (eg ITC) will be notified via email to Building Control so that the control sheets can be updated and any journals also to be confirmed by email to Building Control.</p>	<p>LRC/MB/M MC 1.12.11</p>

No.	Finding & Conclusion (risk)	Recommendation	Critical Essential Important Useful	Agreed Management Action	By whom; By when.
	<p>control sheet. 87902/30201 similarly has an entry of £8.23 not shown.</p> <ul style="list-style-type: none"> <li>87902/35302 &amp; 87902/35302 have journal entries from 1/4/11 not shown on the control sheets. (see also 87901/35201).</li> </ul> <p>Risk of budgets being exceeded..</p>				

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## Ryedale District Council

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**REPORT TO:** North Yorkshire Building Control Partnership Board

**DATE:** 12 October 2011

**REPORTING OFFICER:** Les Chapman  
Head of Building Control

**SUBJECT:** Performance 1 April 2011 – 31 August 2011

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### **1.0 PURPOSE OF REPORT**

- 1.1** To receive a report on the Building Control Partnership's operational performance from 1 April 2011 to 31 August 2011.

### **2.0 RECOMMENDATIONS**

- 2.1** That the Report be noted.

### **3.0 BACKGROUND**

- 3.1** To provide Members with information on the current position within the Partnership on performance management issues.

### **4.0 POLICY CONTEXT**

- 4.1** This policy falls within the Partnership's objectives and values in providing excellence in customer services, delivery of a high quality service and respecting our employees and responding to their needs.

## **5.0 REPORT**

### **5.1 Performance**

**5.2** Set out in Appendix 1 is the covalent performance report from 1 April 2011 to 31 August 2011.

**5.3** Over the past 5 months the Partnership has achieved most of its targets with the exception of those relating to market share and training. The exceptions are:

- BC11 Percentage of market share within Schedule 1 (Housing). Remained the same as the previous year with a number of initial notices for large housing developments being received despite actively promoting our service.
- BC12 Percentage of market share within Schedule 2/3 in the domestic and commercial sectors. The first quarter value of 79% is down 2% on last year. Additional promotion activity and personal visits have been initiated to attempt to increase market share.
- BC13 CPD Training. The Partnership has not been able to support the level of CPD training due to operational demands, however, this will improve in the near future due to attendance at various seminars.
- BC15 Income gained through LABC Partnerships. The number of LABC Partnership applications remains low in this current financial climate. The value of this indicator is now very dubious following the expansion of the Partnership and the level of competitor activity within our area. This indicator was introduced when there were only two Partners and the economic climate and competitor activity were more closely balanced.

## **6.0 TRAINING**

**6.1** The Partnership continues to hold bi-monthly CPD events for Officers.

**6.2** Michelle Lanaghan and Daniel Page have successfully completed the Diploma in Management Studies.

**6.3** Michelle Lanaghan continues with her professional examination and diary for the Royal Institute of Chartered Surveyors.

**6.4** Simon Nichol has commenced year 4 of a five year BSc Honours degree in Building Surveying at Northumbria University.

**6.5** Julie Chapman has commenced a three year part-time BSc Honours degree in Construction at Sheffield Hallam University.

**6.6** Eight officers are undertaking a one-day seminar on BS9999 in Fire Safety.

**6.7** Two officers are attending a one-day seminar on sustainability.

## **7.0 CUSTOMER AND AGENT SURVEYS**

**7.1** A copy of the results for the first six months of customer surveys will be emailed to Members prior to the meeting and a hard copy will be available at the meeting.

## **8.0 LEGAL IMPLICATIONS**

**8.1** There are no legal implications.

## **9.0 RISK ASSESSMENT**

**9.1** By not monitoring its performance against the Business Plan and corporate objectives the Partnership risks service failure and not meeting the expectations of customers, partner authorities and CPA requirements.

## **10.0 CONCLUSION**

**10.1** It is essential that the Board continue to monitor the Partnership's performance against the Business Plan to ensure each partner authority receives an efficient and effective building control service.

**Background Papers:** Previous Board Minutes

### **OFFICER CONTACT:**

Please contact Les Chapman, Head of Building Control if you require any further information on the contents of this report. The officer can be contacted on 01347 825760 or at [les.chapman@nybcp.org](mailto:les.chapman@nybcp.org)

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# Building Control PIs Q1July & August - 2011-12

























**Report Type:** PIs Report  
**Generated on:** 27 September 2011

PI Status		Long Term Trends		Short Term Trends	
	Alert		Improving		Improving
	Warning		No Change		No Change
	OK		Getting Worse		Getting Worse
	Unknown				
	Data Only				

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Code	Short Name	2010/11	Q1 2011/12	July 2011	August 2011	Current Target	Long Term Trend Arrow	Short Term Trend Arrow	Traffic Light Icon	Note
		Value	Value	Value	Value					
BC 1	Check full plan applications within 14 days (Bldg Control)	86%	93%	93%	99%	90%				
BC 2	% of Building Notices accepted in 2 working days (was LPI 47)	97%	93%	100%	98%	93%				
BC 3	% Full Plans approved within statutory time period 2 months - Building Control (was LPI 46)	97.2%	99.7%	100.0%	100.0%	100.0%				
BC 4	Full Plans applications approved first time.	87%	84%	86%	90%	90%				
BC 5	Site Inspections undertaken on day of notification	99.3%	99.4%	Not measured for Months		93.0%				
BC 6	Completion Certifications issued within 5 days of notified satisfactory inspection	84%	92%	91%	87%	80%				
BC 7	An average of 7 inspections undertaken per development.	7.8	Not measured for Quarters	Not measured for Months		7.0				

Agenda Item 7

PI Code	Short Name	2010/11	Q1 2011/12	July 2011	August 2011	Current Target	Long Term Trend Arrow	Short Term Trend Arrow	Traffic Light Icon	Note
		Value	Value	Value	Value					
BC 8	Dangerous structures inspected within 2 hours.	87%	Not measured for Quarters	Not measured for Months		82%				
BC 9	Response Rate to complaints in accordance with the Partnership's Complaints Procedure	100%	100%	100%	100%	95%				
BC 10	Fire Authority Satisfaction	100%	100%	Not measured for Months		80%				
BC 11	% of Market Share within Schedule 1 (figures are for each qtr)	11%	11%	Not measured for Months		60%				
BC 12	% of Market Share within Schedule 2 & 3 Domestic and Commercial Developments	81%	79%	Not measured for Months		90%				
BC 13	No. of hours CPD Training by professional staff every year (Annual Target 35hrs)	24.50hrs	3.50hrs	Not measured for Months		8.75hrs				
BC 14	Customers consider the service to be Good/Excellent	86%	84%	Not measured for Months		80%				
BC 15	Income gained through LABC partnership applications to equal income lost to competition in Schedule 2 & 3	4%	1%	Not measured for Months		100%				



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**REPORT TO:** NORTH YORKSHIRE BUILDING CONTROL BOARD

**DATE:** 12 OCTOBER 2011

**REPORT OF THE:** CORPORATE DIRECTOR (s151)  
PAUL CRESSWELL

**TITLE OF REPORT:** PROVISION OF SUPPORT SERVICES TO THE BUILDING  
CONTROL PARTNERSHIP

**WARDS AFFECTED:** ALL

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## **EXECUTIVE SUMMARY**

### **1.0 PURPOSE OF REPORT**

1.1 This report informs members of the current service levels provided and associated charge to the Building Control Service by Ryedale District Council. It also considers the additional costs of further reporting requirements.

### **2.0 RECOMMENDATION**

2.1 It is recommended that members note the report and consider whether further reporting is required.

### **3.0 REASON FOR RECOMMENDATION**

3.1 Members raised the need for additional reporting at the previous meeting of the partnership.

### **4.0 SIGNIFICANT RISKS**

4.1 There are no significant risks in considering this report.

## **REPORT**

### **5.0 BACKGROUND AND INTRODUCTION**

5.1 Ryedale District Council is the host authority and provides most of the support services to the NYBCP.

### **6.0 POLICY CONTEXT**

6.1 This report is in line with existing policy.

## 7.0 CONSULTATION

7.1 No consultation has taken place on this report.

## 8.0 REPORT DETAILS

8.1 The following support services are provided by Ryedale District Council to the NYBCP:

Democratic Services	Agenda preparation, meeting scheduling, minute taking, agenda printing and despatch.
Customer Services and Benefits	Receipt of payments, signposting of queries, reception services.
Finance and Revenue Services	Quarterly full monitoring reports, preparation of budgets, preparation of revised budgets, closure of accounts and liaison with external auditors, general accountancy advice and dealing with queries, administration of leased cars, insurance administration, payroll services, creditor payments, debtors facilities.
Human Resources	Case management, application of policies, redundancy advice, contract advice, policy preparation.
Legal Services	Contract revisions, debt recovery work, general advice and guidance.
IT Support	Provide support for the day to day maintenance, upgrading of computers and laptops.

8.2 The total charge from Ryedale DC in 2010/2011 for all of the above was £30,686. No charge was levied for Management and meeting support from the Corporate Director (s151). If the partnership expands further the above charge will need to increase.

8.3 In considering additional reporting requirements, there are issues of capacity within Ryedale DC.

8.4 Monthly income figures are provided to members from the Building Control Manager. The NYBCP has an excellent record of cost control and has not to date exceeded the annual total expenditure budget, even with the significant reduction made to it in recent years.

8.5 Quarterly full management monitoring reports are provided. Switching meeting times to after the quarter end could ensure prompt discussion of the actual full financial picture.

8.6 Monthly full detail monitoring reports would create significant additional work. Due to workloads in the first quarter of the year where each authority is closing and finalising their accounts for audit is not possible with the existing establishment at Ryedale DC. Annualised hours already operate to manage the peak of workload for the Accountancy team in this period. Following this period is the external audit of accounts which again places significant workloads on the Accountancy team.

8.7 Providing full monitoring statements between July and April each year, that is July, August, October, November, January and February additional to current quarterly reporting would necessitate additional staffing costs and an estimated charge to the partnership of £4,000 per annum.



## **9.0 IMPLICATIONS**

9.1 The following implications have been identified:

a) Financial

There are no significant financial impacts in considering this report.

b) Legal

There are no significant legal issues in considering this report.

c) Other

There are no significant other implications in considering this report.

### **Paul Cresswell Corporate Director (s151)**

Author: Paul Cresswell, Corporate Director (s151)  
Telephone No: 01653 600666 ext: 214  
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### **Background Papers:**

None.

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