

**CATALOGUE SUPPLIES JOINT COMMITTEE - THURSDAY, 22 SEPTEMBER 2016**

**MINUTES OF A MEETING OF THE CATALOGUE SUPPLIES JOINT COMMITTEE HELD IN CIVIC OFFICES, ANGEL STREET, BRIDGEND CF31 4WB ON THURSDAY, 22 SEPTEMBER 2016 AT 10.00 AM**

Present

Councillor B Stephens – Chairperson

N Clarke

CE Smith

J Ward

Apologies for Absence

C Barry, D Hardacre, B Jones and P Williams

Officers:

Adele Ahearn

Accountant

Paul Davies

Procurement Manager, Merthyr Tydfil County Borough Council

Steve Lock

Head of Operational Procurement, Rhondda Cynon Taf County Borough Council

46. DECLARATIONS OF INTEREST

None.

47. APPROVAL OF MINUTES

RESOLVED: That the Minutes of a meeting of the Catalogue Supplies Service Joint Committee dated 13 July 2016, be approved as a true and accurate record.

48. AUDITED STATEMENT OF ACCOUNTS 2015/16

The Accountant Returns Systems and Joint Committees submitted a report, the purpose of which, was to present the Joint Committee's Statement of Accounts for the financial year ended 31 March 2016 which has now been signed off by the Authority's External Auditors, Wales Audit Office, and to receive the External Auditor's Report to those charged with governance.

She confirmed that had made some amendments to the 2015-16 Statement of Accounts, and the revised version of this was attached at Appendix 1 of the report.

The Accountant Returns Systems and Joint Committees then referred to Appendix 2 of the report and the Letter of Representation, which confirmed that to the best of one's knowledge and belief, having made appropriate enquiries of other Officers of the Catalogue Supplies Service Joint Committee, certain assurances to the auditors regarding the financial statements for Catalogue Supplies Joint Committee for the year ended 31 March 2016.

She referred to Appendix 3 to the report and the "Audit of Financial Statements Report for 2015-16" and paragraph 4.3 of the report which gave a resume of this. This basically reflected the summary of corrections made to the draft financial statements which Members of the Joint Committee should note.

The Accountant Returns Systems and Joint Committees advised that at year end 2015-16 the balance held by the Joint Supplies Service was around £777k, and this would be carried forward, and subject to any further expenditure and/or any extra income being received, would be split between the participating authorities. There would be one further meeting of the Joint Committee, to consider the very final balance of the Service and to officially disband the Joint Committee.

Finally, she confirmed that the Chairperson would be required to sign the Letter of Representation in accordance with the rules and regulations of the CIPFA Code of Practice.

A Member wished it placed on record of the hard work committed by Officers who had supported the service, particularly in recent times. She had also been pleased to note, that some Officers who had worked in the service had been re-deployed in BCBC rather than having to be made redundant.

RESOLVED: That the Joint Committee:

- (1) Approved the audited Statement of Accounts for 2015-16 attached to the report at Appendix 1.
- (2) Noted and agreed the Letter of Representation to be provided to the Wales Audit Office (Appendix 2 to the report).

Noted the auditors' Audit of Financial Statements Report for 2015-16 (Appendix 3 to the report).

49. EXCLUSION OF THE PUBLIC

RESOLVED: That under Section 100A (4) of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007, the public be excluded from the meeting during consideration of the following items of business as they contained exempt information as defined in Paragraphs 14 and 16 of Part 4 and Paragraph 21 of Part 5 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

Following the application of the public interest test, it was resolved that pursuant to the Act referred to above, to consider the under-mentioned items in private with the public being excluded from the meeting.

50. APPROVAL OF EXEMPT MINUTES

RESOLVED: That the Exempt Minutes of a meeting of the Catalogue Supplies Joint Committee dated 13 July 2016, be approved as a true and accurate record.

The meeting closed at 10.30 am