



**BLACKPOOL COASTAL HOUSING LIMITED**

**MINUTES OF THE FINANCE, AUDIT AND CORPORATE SERVICES COMMITTEE  
HELD ON WEDNESDAY 7<sup>th</sup> SEPTEMBER 2011 AT 6.30PM  
IN THE BOARDROOM AT COASTAL HOUSE**

**Present:**

Cllr Adrian Hutton  
Cllr Martin Mitchell  
Bill Rogers  
Cllr Andrew Stansfield  
Janet Stirling  
Paul Whitehead (Chair)  
Diane Bellinger

**In Attendance**

Neil Jack (Director of Finance & Resources)  
Peter Jefferson (Chief Executive)  
Maggie Cornall (Director of Housing Services)  
Lisa Murphy (Accountant)  
Michael Watson (Policy & Performance Officer)  
Doreen Wightman (Chair of the Board – Observer)  
Sam Fowler (PA – minutes)  
Stephen Dunstan (Chief Internal Auditor, Blackpool Council)  
Keith Ward (Baker Tilly)  
John Guest (Baker Tilly)

**COMMITTEE RECOMMENDATIONS REQUIRING BOARD APPROVAL**

The Board is asked to formally approve the resolutions of the Finance, Audit And Corporate Services Committee in respect of the following agenda items

**Item 5 - Internal Audit – Access to Services Final Report**

**Item 6 - BCH Financial Statement 2010-11**

**Item 7 - Report of External Auditors – Baker Tilly 2010/11**

ITEM	
1.	<b>Apologies</b> None received.
2.	<b>Declarations of Interest</b> There were no declarations of interest.
3.	<b>Minutes of Previous Meeting &amp; Matters Arising</b> There were no matters arising  <b>Agreed</b> That the Minutes be agreed as a true record.



4.	<p><b>Internal Audit Report – Data Protection</b></p> <p>In view of its confidential nature it was proposed and agreed that this matter be discussed as a Part B Closed Session item and that any members of the press or public currently present be excluded from that part of the Board Meeting. The Minute of discussion on this item would therefore be reported in Part B of the next Board Meeting on 28<sup>th</sup> September 2011.</p>
5.	<p><b>Internal Audit – Access to Services Final Report</b></p> <p>Stephen Dunstan presented the report on the outcome of a review of Area Housing Offices. Internal Audit had been asked to review statistical data on the use of offices, and to interview staff to identify the levels of efficiency and effectiveness of the Area Housing Office service.</p> <p>The Council had indicated that they expect BCH to provide further efficiency savings as part of the next year’s (2012-13) management fee negotiations. To achieve these additional savings it was recognized that there would need to be fundamental changes to the way in which Housing Management Services are delivered.</p> <p>Maggie Cornall stated that BCH would have to consult with tenants to see what their ideas for the future might be and she also confirmed that BCH was in discussion with the Council to ascertain what they want BCH to do. It was also explained that BCH were holding posts vacant to minimise the risk of compulsory redundancies if offices were to close.</p> <p>There was a general view expressed that, whilst the report was objective and thorough and its recommendations acceptable, there was nonetheless an impression given that decisions had already been made before consultation with tenants had taken place. Maggie Cornall confirmed that the report was recommending that BCH seek approval from the Council to begin consultation with tenants. The Committee asked that the wording be changed in Recommendation 1 to make this clearer.</p> <p>Peter Jefferson confirmed that the next step would be for the Council’s Cabinet Member for Housing to give BCH permission to consult with tenants.</p> <p><b><u>Agreed</u></b> That the wording of Recommendation 1 be changed to make it clear that BCH will ask the Council for permission to commence consultation with tenants.</p>
6.	<p><b>BCH Financial Statement 2010-11</b></p> <p>Neil Jack presented the report asking the Committee to accept the Financial Statements for 2010-11 and to consider the suitability of a Going Concern assumption for BCH.</p> <p>The Committee considered that the financial performance demonstrates a sound financial position for BCH.</p> <p>Neil Jack confirmed that Lisa Murphy, Accountant will be attending the next Board meeting.</p> <p><b><u>Agreed</u></b> That the Financial Statements be accepted.</p>
7.	<p><b>Report of External Auditors – Baker Tilly 2010/11</b></p> <p>Keith Ward of Baker Tilly presented the External Audit Report for 2010-11. He thanked the BCH Finance team for their work in the audit process, commenting that the audit went to plan and thus led to a straightforward and successful audit.</p>



	<p>Lisa Murphy formally thanked Baker Tilly for their added value and support in preparing the accounts.</p> <p>The Chair of the Committee suggested that International Financial Reporting Standards (IFRS) be an area for training for the Board during the next year.</p> <p><b><u>Agreed That:</u></b></p> <ul style="list-style-type: none"><li>A. That the report be accepted.</li><li>B. The BCH Finance team and Baker Tilly be thanked for their hard work and a well presented report.</li></ul>
8.	<p><b>Any Other Business</b></p> <p>Paul Whitehead, on behalf of the Committee formally thanked Neil Jack for his hard work and wished him luck in his new role.</p>
9.	<p><b>Date of Next Meeting</b></p> <p>Wednesday 2<sup>nd</sup> November 2011 at 6pm in the Boardroom at Coastal House.</p>
10.	<p><b>The meeting closed at 7.35pm</b></p>