

Report

Report to: **Clyde Valley Learning and Development Joint Committee**
 Date of Meeting: **9 December 2019**
 Report by: **Clerk to the Clyde Valley Learning and Development Joint Committee**

Subject: **Certified Annual Accounts 2018/2019**

1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ note the action taken in approving the audited Annual Accounts for 2018/2019 for signing by the Convener and Treasurer

2. Recommendation(s)

2.1. The Joint Committee is asked to approve the following recommendation(s):-

- (1) that it be noted that the audited Annual Accounts for the Clyde Valley Learning and Development Joint Committee for 2018/2019 had been signed by the Convener and Treasurer prior to the deadline of 30 September 2019.

3. Background

- 3.1. A report requesting approval of the audited Annual Accounts for 2018/2019 for signature by the Convener and Treasurer had been included on the agenda of the Joint Committee meeting scheduled to be held on 9 September 2019. However, in the absence of a quorum, the meeting had not been able to proceed.
- 3.2. There was an informal discussion between those present regarding the requirement for the audited annual accounts to be signed by the Convener and Treasurer, no later than 30 September 2019, and the Clerk undertook to obtain advice from the Head of Administration and Legal Services, South Lanarkshire Council, as to whether a further meeting of the Joint Committee required to be convened, or if approval from members of the Joint Committee could be sought in writing.

4. Process Adopted for Approving the Audited Annual Accounts 2018/2019

- 4.1. The Head of Administration and Legal Services had referred to the Standing Orders on Procedures and the Minute of Agreement and instructed the Clerk to contact the members of the Joint Committee to ask if they consented to the audited Annual Accounts for 2018/2019 being approved by members of the Joint Committee in writing.
- 4.2. Members of the Joint Committee were contacted by email and Councillors Bell, Brennan, Loudon and Paterson responded prior to the deadline advising of their agreement to proceed on the basis of requesting approval of the audited Annual Accounts in writing.

4.3. A further email, dated 13 September 2019, was sent to members of the Joint Committee attaching the Annual Audit Report, prepared by Audit Scotland, which members were asked to note. The audited Annual Accounts for 2018/2019 were also attached and all members of the Joint Committee had responded prior to the deadline confirming their approval of the audited Annual Accounts for signing by the Convener and Treasurer.

4.4. The appropriate arrangements were then made and the audited Annual Accounts were signed prior to the deadline of 30 September 2019.

5. Employee Implications

5.1. There are no employee implications.

6. Financial Implications

6.1. There are no financial implications.

7. Other Implications (Including Environmental and Risk Issues)

7.1. The risk to the Joint Committee was that the audited Annual Accounts were not signed prior to the deadline of 30 September 2019. This eventuality was averted due to the process agreed by members being conducted in time for the audited Annual Accounts to be signed prior to the deadline.

7.2. There are no implications for sustainability in terms of the information contained within this report.

8. Equality Impact Assessment and Consultation Arrangements

8.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.

8.2. Consultation was carried out with the Head of Legal and Administration Services, South Lanarkshire Council and members of the Joint Committee as outlined in section 4 of the report.

Paul Manning

Clerk to the Clyde Valley Learning and Development Joint Committee

27 September 2019

Previous References

- ◆ 10 June 2019

List of Background Papers

- ◆ Audit Scotland – Clyde Valley Learning and Development Joint Committee – Proposed 2018/2019 Annual Audit Report
- ◆ Audited Annual Accounts for the Clyde Valley Learning and Development Joint Committee for 2018/2019

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

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