

Minutes of the **General Purposes Committee**
of the **Test Valley Borough Council**
held in Conference Room 1, Beech Hurst, Weyhill Road, Andover
on 27 September 2017 at 4:00pm

Attendance:

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| Councillor I Hibberd (Chairman) | (P) | Councillor K Hamilton (Vice Chairman) | (P) |
| Councillor N Adams-King | (A) | Councillor P Hurst | (P) |
| Councillor G Bailey | (P) | Councillor I Jeffrey | (A) |
| Councillor A Dowden | (P) | Councillor C Lynn | (-) |
| Councillor M Flood | (P) | Councillor P North | (P) |
| Councillor P Giddings | (A) | | |

Also in attendance:

Councillor A Lashbrook

NB The minutes below are set out in the order in which they appeared on the agenda, which is not necessarily the order in which they were discussed. The items were discussed in the following order: Annual Health and Safety Performance Report 2016 - 17, Statement of Accounts 2016/17, Minutes, Minutes of Sub-Committees.

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Minutes

Resolved:

That the minutes of the General Purpose Committee meeting held on 21 June 2017 be confirmed and signed as a correct record.

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Minutes of Sub-Committees

Resolved:

That the Minutes of the Employment and Ethics Sub-Committee held on 15 and 16 December 2016, and Appointment Sub-Committees held on 20 June and 27 June 2017, be confirmed and signed as correct records.

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Annual Health and Safety Performance Report 2016 - 17

Consideration was given to Test Valley Borough Council's annual report on health and safety performance and planning, prepared by the Head of Environmental Services. The report, for the year 2016/17, demonstrated the Council's compliance with its statutory responsibilities under the Health and Safety at Work Act 1974 and subsequent regulations.

It was reported that the objective of the report was to demonstrate the Council's commitment to the following:

- Making public the council's performance on health and safety, by publishing health and safety performance data;
- The ongoing effective implementation of the council's health and safety policy, organisation and its associated arrangements;
- Monitor and measure health and safety performance, with a view to highlighting areas where the council performs well and also areas for improvement;
- Openness and accountability in all of the council services; and
- Our responsibility for ensuring a safe and healthy environment for service users, members of the public, employees and contractors.

Having considered the report it was:

Resolved:

That the Annual Health and Safety Report 2016-17 be approved.

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Statement of Accounts 2016/17

Consideration was given to the report of the Head of Finance. It was reported that the Council is required to prepare an Annual Statement of Accounts and have those accounts audited. The Committee considered the audited Annual Statement of Accounts 2016/17 together with the Annual Audit Results Report of the Council's external auditors, Ernst & Young.

The external auditors reported that they found no unadjusted material errors or misstatements in the accounts, therefore they gave an unqualified opinion in respect of the Annual Statement of Accounts for 2016/17.

Having considered the report it was:

Resolved:

1. **Ernst & Young's Annual Audit Results Report (Annex 1):**
 - a. **That the matters raised in the report be considered before authorising the financial statements for issue,**
 - b. **That the proposed audit opinion and value for money conclusion be noted.**
2. **That the letter of representation (Annex 2) be approved.**

- 3. That the audited Annual Statement of Accounts for the financial year 2016/17 (Annex 3) be approved.**
- 4. That the Head of Finance and his team be congratulated for their work in producing an excellent set of accounts and a satisfactory audit.**

(Meeting terminated at 4.45 pm)