

AUDIT AND RISK COMMITTEE

Monday, 14th November, 2016
Time of Commencement: 7.00 pm

Present:-	Councillor Ms Sarah Pickup – in the Chair
Councillors	Dymond, Sweeney, Waring, Stubbs and Snell
Co-Opted Member	Phil Butters(Keele University)
Officers	Executive Director (Resources and Support Services) - Kelvin Turner, Claire Dodd (Items 1-5 only), Liz Dodd, Geoff Durham and Annette Vacquier (Items 1-5 only).
Apologies	Councillor(s) Cooper and White

1. **APOLOGIES**

Apologies were received from Councillors' Cooper and White.

2. **MINUTES OF PREVIOUS MEETINGS**

Resolved: That the minutes of the meeting held on 26 September, 2016 be agreed as a correct record.

3. **DECLARATIONS OF INTEREST**

There were no declarations of interest stated.

4. **HEALTH AND SAFETY SIX MONTH REPORT.**

Consideration was given to a report regarding health and safety at the Council and the Health and Safety six month report for the period April to September, 2016.

A query was raised regarding the number of accidents which was shown at thirty over a six month period against a total of thirty six for the whole of last year. Members asked if this was down to anything in particular?

The Council's Corporate Health and Safety Officer, Claire Dodd suggested that it was most likely due to the fact that more people were becoming aware of the need to report an accident.

Resolved: That the report be noted.

5. **CORPORATE RISK MANAGEMENT REPORT -JULY - SEPTEMBER, 2016**

Consideration was given to the Corporate Risk Management Report for Quarter two.

Councillor Stubbs stated that he was not happy with the wording used in number 2 on Page 18 of the agenda which read '...unreasonable planning decisions', and requested that the word 'unreasonable' be changed. The Council's Risk and Insurance Officer agreed to raise this matter with the Relevant officers.

- Resolved:**
- (i) That the progress that has been made in managing the risks identified within the Strategic, Operational, Project and Partnership Risk Registers, where applicable, be noted.
 - (ii) That the number of overdue risks be noted.
 - (iii) That the two risk level increases be noted.
 - (iv) That the point stating that no new risks had been identified, be noted.

6. TREASURY MANAGEMENT HALF-YEARLY REPORT 2016/17

Consideration was given to a report regarding the Treasury Management Half Yearly report for 2016-17.

Members were advised that the Treasury Management Advisor Contract was up for renewal and tenders were expected to be received by the end of November, 2016. The new contract would commence next year.

- Resolved:** That the Treasury Management Half-Yearly report for 2016-17 be received.

7. ANNUAL AUDIT LETTER

Consideration was given to the Annual Audit Letter that had been received from Grant Thornton.

Members' attention was brought to the Executive summary on page 31 of the agenda.

- Resolved:** That the Annual Audit Letter be received.

8. INTERNAL AUDIT PROGRESS REPORT

The Council's Head of Audit and Elections gave a verbal update on the Internal Audit Progress Report.

Members were handed information on the current position.

Members were advised that a number of areas had been identified for possible agency support to assist the Council's Audit team. In addition, new software had almost been installed which meant that the system could soon be used.

The circulated list contained colour coded items. Those in red had been risk assessed but there would be no problems if they were not completed this year. Members were advised that the yellow items needed to be done first and it was

hopeful that half of these items on the list would be completed this year and any remaining would be prioritised next year.

Resolved: That the information be received.

9. **URGENT BUSINESS**

There was no Urgent Business.

COUNCILLOR MS SARAH PICKUP
Chair

Meeting concluded at 7.30 pm