

AUDIT AND RISK COMMITTEE

Monday, 15th February, 2016

Present:- Councillor Ms Sarah Pickup – in the Chair
Councillors Dymond, Loades, Owen, Waring and Hambleton

1. APOLOGIES

Apologies were received from Mr P Butters (Keele University).

2. DECLARATIONS OF INTEREST

There were no declarations of interest stated.

3. MINUTES OF PREVIOUS MEETINGS

Resolved: That the minutes of the meeting held on 16 November, 2015 be agreed as a correct record.

4. CORPORATE RISK MANAGEMENT REPORT OCTOBER TO DECEMBER 2015

Consideration was given to a report regarding Corporate Risk Management for the period October to December, 2015.

One new risk had been identified – malicious software incursion. The Council's Business Improvement Manager advised Members that a number of controls were in place which included staff awareness training, software for officer usage monitoring and undertaking penetration testing.

Members queried the risk of 'potential claims growth' and why it was still a high risk. The Council's Business Improvement Manager would look into this and report back.

In addition, the risk on 'Members not adhering to officers' advice' was queried, again why it remained a high risk. This was due to a couple of occurrence's during the last year which had triggered the matrix. The risk should drop out next year.

Resolved:

- (i) That the Committee note the progress made in managing the risks identified within the Strategic, Operational, Project and Partnership Risk Registers.
- (ii) That the Committee note that there are no overdue risks.
- (iii) That the Committee note that there are no risk level increases.
- (iv) That the Committee note the new risk that has been identified between October to December, 2015.

- (v) That information be provided to the Committee in respect of 'potential claims growth' and why it was a high risk.

5. INTERNAL AUDIT PLAN 2016/2017

Consideration was given to a report in respect of the Internal Audit Plan 2016/17 seeking approval as to its contents. In addition, Members were asked to agree the reporting arrangement for performance arrangements against the 2016/17 proposed plan.

- Resolved:**
- (i) That the Internal Audit Plan for 2016/17 be approved.
 - (ii) That the continuation of the reporting arrangements, as set out in the report, be approved.

6. INTERNAL AUDIT CHARTER 2016/2017

Consideration was given to a report requesting approval of the Internal Audit Charter 2016/17 which was attached to the agenda report.

- Resolved:**
- (i) That the Internal Audit Charter for 2016/17 be approved.
 - (ii) That the Internal Audit Charter be reviewed and updated annually to ensure compliance with the Public Sector Internal Audit Standards (PSIAS)

7. ADOPTION OF INTERNAL AUDIT HIGH RISK RECOMMENDATIONS AND SUMMARY OF ASSURANCE

Consideration was given to a report in respect of the reporting of any outstanding high risk recommendations to this Committee on a quarterly basis and Members' approval to requested actions on recommendations and target dates.

- Resolved:** That the actions of officers and the level of assurance be noted.

8. INTERNAL AUDIT PROGRESS REPORT

Consideration was given to a report on work undertaken by the Internal Audit section during the period 1 October to 31 December, 2015. The role of Internal Audit being to ensure that the Council has assurance that controls are in place and operating effectively.

Members discussed the report and thanked the officers for all of the reports submitted to this meeting.

- Resolved:** That the information be received.

9. URGENT BUSINESS

There was no Urgent Business.

COUNCILLOR MS SARAH PICKUP
Chair