

## **AUDIT AND RISK COMMITTEE**

Monday, 26th September, 2016  
Time of Commencement: 7.00 pm

**Present:-** Councillor Ms Sarah Pickup – in the Chair

Councillors Dymond, Stubbs and Reddish

Officers Kelvin Turner, Liz Dodd, Geoff Durham, Dave Roberts and Annette Vacquier

Apologies Councillor(s) White

### **1. APOLOGIES**

Apologies were received from Councillor Simon White and Mr Phil Butters from Keele University.

### **2. MINUTES OF PREVIOUS MEETINGS**

**Resolved:** That the minutes of the meeting held on 4 July, 2016 be agreed as a correct record subject to the following amendments:

Item 8 – second paragraph should read ‘The Executive Director of Resources and Support Services.

Item 14- Add the following sentence: ‘ A discussion was held regarding the use of private external auditors. The Executive Director for Resources and Support Services informed members that Government rules were currently being changed and this could be discussed further after the changes’ have taken place.

### **3. DECLARATIONS OF INTEREST**

There were no declarations of interest stated.

### **4. CORPORATE RISK MANAGEMENT REPORT FOR THE PERIOD APRIL - JUNE 2016 (QUARTER 1)**

Consideration was given to a report regarding Corporate Risk Management for April to June, 2016 – Quarter One.

Members attention was brought to Appendix one which outlined the notable high and medium risks and were notified of two risk level increases that had occurred in respect of Dog and Pest Control. However, with regard to the vehicles, these would now be purchased the risk rating should go back down. The second risk increase in relation to income generation had occurred due to the loss of some staff members.

Members were advised that Staffordshire Moorlands District Council were currently providing temporary staff.

- Resolved:**
- (i) That the progress that has been made in managing the risks identified within the Strategic, Operational, Project and Partnership Risk Registers be noted.
  - (ii) That the number of overdue risks be noted.
  - (iii) That the two risk level increases be noted.
  - (iv) That the two new risks be noted.

**5. STATEMENT OF ACCOUNTS 2015/16 AND EXTERNAL AUDITOR'S AUDIT FINDINGS REPORT**

Consideration was given to a report asking Members to approve the statement of accounts, receive the external auditor's Audit Findings Report for 2015/16 and to agree the letter of Representation to the Auditor.

The Chair referred to the finance training session that had been arranged last week for Members of the Audit and Risk Committee and stated that only two Members had actually attended.

Members were advised that the actual statement had only had changes made to fonts any layouts so there was nothing different in the content from when it was seen at the previous meeting.

John Gregory and Paul Harvey of Grant Thornton were then invited to present their Findings Report for the year ending 31 March, 2016. They advised Members that the accounts provided to them were of a good standard.

Councillor Stubbs said that it was good to have a 'clean bill of health' and asked that The Executive Director for Resources and Support Services, Kelvin Turner pass on thanks to all officers involved in the preparation of the accounts. Councillor Stubbs was also pleased to see that the Council's valuations for property, plant and equipment had been approved by Grant Thornton.

Councillor Stubbs also requested a copy of The Audit Practices Board of Ethical Standards. Mr Turner advised that he would provide a copy.

Members agreed that the Letter of Representation to the Auditor be signed.

- Resolved:**
- (i) That the Statement of Accounts 2015/16 be approved and signed by the Chair.
  - (ii) That the Audit Findings Report for 2015/16 be received.
  - (iii) That the Letter of Representation be Approved for signature by the Council's Section 151 Officer.

**6. INTERNAL AUDIT PROGRESS REPORT**

The Council's Audit Manager, Mrs Liz Dodd updated Members on the internal Audit Progress for Quarters one and two of 2016/17.

An information sheet was handed to Members at the meeting summarising the works undertaken to date.

The implementation of a new computer system had impacted upon completion of the audit plan. However, Mrs Dodd advised Members that by the end of the year the audit plan should be back on track.

**Resolved:** That the report be received.

**7. URGENT BUSINESS**

There was no Urgent Business.

**COUNCILLOR MS SARAH PICKUP**  
**Chair**

Meeting concluded at 7.25 pm