

## Report from Chair of Audit and Standards Committee

### Meeting 25<sup>th</sup> September 2017

At the meeting, the following reports were presented:

- **Corporate Risk Management Report for Quarter 1 2017**- It was noted that there were no overdue risks and 2 new risks were identified during the quarter under the profiles of Corporate Health and Safety and Environmental Protection. These related to recycling of batteries causing a fire risk at the depot and delays with the revision of Air Quality management plan.
- **Statement of Accounts and External Auditors Audit Findings**- The final accounts were presented by the External Auditor, Paul Harvey from Grant Thorntons. They advised that the accounts were in order. The accounts were approved and the letter of representation signed by the Chair and Executive Director – Resources and support Services.
- **Local Government Ombudsman Annual Review Letter**. This is a report previously presented to the Standards Committee as an information only item. It was reported that complaints referred to the Ombudsman had fallen to 30 in the last year. Of these, 28 decisions were made, 2 which were upheld and 3 not upheld. Overall the report considered that the Council was performing well
- **Internal Audit Progress report Quarter 1 2017/18**–This was a verbal report delivered by the Head of Audit, Liz Dodd who confirmed that audits are progressing as expected in line with the Audit plan. There was nothing significant to report
- **Quarterly Report. Summary of Assurance and High Risk Recommendations 1 April to 30 June**  
Assurance was given on internal controls and an update that the Pentana Management system was working well.

### Meeting 13<sup>th</sup> November 2017

At the meeting, the following reports were presented:

- **Health and Safety 6 monthly report**- It was noted that there has been an increase in accidents in 2017/8 to the 6 months point, but of these only 2 were reportable. This increase in, “near miss”, accidents was viewed as a positive as it is alerting officers to potential problem areas before they become RIDDOR incidents. Brampton Museum and Jubilee 2 have both had Health and Safety inspections in this period. There has been a fire in the bailing shed at the Knutton Depot, caused by household batteries being mixed in with recycled paper. Additional fire extinguishers have been provided at the waste transfer station as a result and training provided on the operation of these

- **Corporate Risk Management Report** – There were no overdue risks to report or new risks identified. The issue with the Fire Risk at the Depot was discussed and officers informed the committee that residents would be encouraged to recycle batteries in the retail store of purchased and the council will cease collection of these going forward.
- **Treasury Management half yearly report**- This is a statutory financial report. At the 30 Sept 2017 the Council had no investments but also no borrowing. The prudential borrowing anticipated towards the end of 2016/17 is now expected to occur towards the end of the current financial year.
- **The Annual Audit Letter from Grant Thornton**- Paul Harvey from Grant Thornton delivered this report. This is a statutory requirement and no different to the findings of the Audit Report. The rules state that both the Audit report and the Audit letter have to be reported to the Audit and Risk Committee
- **Internal Audit Progress report Quarter 2**– All areas were adequately or well controlled. 35% of planned Audits had been completed to date against a target of 25%
- **Internal Audit Quarterly report**- Members were updated on the areas of risk outstanding following Internal Audit reviews. There were no significant recommendations outstanding and no Audit issues to report with any of the Directorates
- **Audit and Standards Training**- members discussed the need for refresher training and new training for members on the Standards Committee. It was resolved that Liz Dodd would devise some training in January and that it would be mandatory for all members of the committee to attend. The committee also asked for a demonstration of the Pentana system as part of the training.

Cllr Sarah Pickup

Chair of Audit and Standards Committee

14/11/2017