

AUDIT AND STANDARDS COMMITTEE

Monday, 13th November, 2017
Time of Commencement: 7.00 pm

Present:- Councillor Ms Sarah Pickup – in the Chair

Councillors Dymond, Waring, Cooper, S Hambleton and Wing

Officers Executive Director (Resources and Support Services) - Kelvin Turner,
Liz Dodd - Head of Audit and Elections (and Monitoring Officer),
Annette Vacquier- Business Improvement Officer (Risk and Insurance),
Nesta Barker - Head of Environmental Health Services and
Geoff Durham - Member Training and Development Officer

Also in Attendance: John Gregory – Grant Thornton
Paul Harvey – Grant Thornton

1. **APOLOGIES**

There were no apologies.

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 25 September, 2017 be agreed as a correct record.

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

Consideration was given to a report informing members of issues and trends regarding health and safety at the Council.

A copy of the health and safety report was attached to the agenda.

Members had been informed about a fire at the Council's depot in Knutton Lane that had been caused by batteries still retaining some charge being put with paper. Officers were looking to make changes in order to separate the two items by educating the public to take them back to the place of purchase for recycling.

Members were advised that upon occupation of Castle House everyone would have an induction which would include fire evacuation procedures and fire drills would also be arranged.

Resolved: That the report be noted.

5. **CORPORATE RISK MANAGEMENT REPORT**

Consideration was given to a report informing Members of the progress made by the Council in enhancing and embedding risk management for the period July to September, 2017.

Members' attention was drawn to the risk shown at number four of Appendix A. Councillor Hambleton, the Chair of the Public Protection Committee advised Members that this had been considered at the previous meeting of Public Protection and it would be taken back to the meeting in December prior to a consultation period and reported back to Public Protection early in the new year.

- 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 point 2.1.1 showing the number of overdue risks be noted.
 - (iii) That point 2.2.1 advising of the risk level increases be noted.
 - (iv) That point 2.2.2 regarding the new risks identified between July to September, 2017 be noted.

6. TREASURY MANAGEMENT HALF YEARLY REPORT

Consideration was given to a report regarding the Treasury Management Half Yearly report for 2017-18.

Members attention was drawn to Appendix 1. Point six indicated that the Council held no investments at 30 September, 2017. In addition, point seven stated that the only envisaged borrowing may be temporary borrowing to cover short term cash flow deficits.

- Resolved:** That the Treasury Management Half-Yearly report for 2017-18 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 33 of the agenda.

Members were advised that the Value for Money Audit had looked at a risk regarding the Council's Medium Term Financial Strategy which indicated a shortfall of £2.278m for 2017/18.

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

8. INTERNAL AUDIT PROGRESS REPORT QUARTER TWO

Consideration was given to a report updating members on the work undertaken by the Internal Audit section during July to September, 2017.

Members were advised that the Pentana system was slowly starting to embed itself. Councillor Wing suggested that it would be useful for Members to have a demonstration of the system – possibly at the next meeting.

Resolved: That the information be received.

9. QUARTERLY REPORT ADOPTION OF INTERNAL AUDIT HIGH RISK REPORT

Consideration was given to a report regarding any outstanding high risk recommendations for Quarter 2 – July to September, 2017 and requesting approval to requested actions and target dates. Also to provide Members with an assurance opinion on internal controls.

Resolved: That the actions of officers and levels of assurance be noted.

10. AUDIT AND STANDARDS TRAINING

Following a comment made at a previous meeting Members were asked to consider what training they would like to receive in the short term.

An overview of the Pentana system was mentioned and Members agreed that the Council's Head of Audit and Elections put together sessions on what she felt was appropriate.

Resolved: That the comments be noted and training session(s) be arranged.

11. URGENT BUSINESS

There was no Urgent Business.

COUNCILLOR MS SARAH PICKUP
Chair

Meeting concluded at 7.30 pm