

AUDIT SUB-COMMITTEE

16th September 2020

PRESENT:-

Conservative Group

Councillors Atkin (Chairman), Churchill (Vice-Chairman) and Mrs. Wheelton

Labour Group

Councillors Dunn and Shepherd.

AS/27 **APOLOGIES**

The Sub-Committee was informed that no Members had submitted apologies.

AS/28 **DECLARATIONS OF INTEREST**

The Sub-Committee was informed that no declarations of interest had been received.

AS/29 **TO RECEIVE ANY QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO.10**

The Sub-Committee was informed that no questions from members of the public had been received.

AS/30 **TO RECEIVE ANY QUESTIONS FROM MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO.11**

The Sub-Committee was informed that no questions from Members of the Council had been received.

MATTERS DELEGATED

AS/31 **INTERNAL AUDIT PROGRESS REPORT**

The Internal Audit Officer presented the report and informed the Sub-Committee of progress highlighted salient points from the Audit Dashboard. The Internal Audit Officer asked the Sub-Committee to take into consideration the low-risk recommendations, the Audit Plan and the customer satisfaction surveys from the last twelve months that had returned a rating of excellent.

Members raised queries regarding the storage of the Registers of Graves and Burials, the status of the digitalisation of all historic Burial records and requested updates on the Payroll Shared Service recommendation, Officer's allowances and the impact of the Fleet Management recommendation.

The Internal Audit Officer informed the Sub-Committee that the registers had been kept in the Strong Room at the Civic Offices and some registers were found in a locked cupboard in the Cultural Services office. The Head of Cultural and Community Services advised Members that a portable fireproof storage box would be provided for transportation purposes of Registers and that the Council had applied for funding to enable all historic Burial records to be digitalised.

The Strategic Director (Corporate Resources) confirmed that the Payroll was managed in-house and that there was a project to look at moving Payroll into a Shared Service and a report would be submitted to the Finance and Management Committee regarding this. Members were advised that Officer allowances were related to terms and conditions within contracts of employment and that there were no immediate plans for a review. The Fleet Management e processes ensured drivers were required to submit a signed statement that their documentation was current and valid.

RESOLVED:-

The report of the Audit Manager was considered, and any issues identified to be referred to the Finance and Management Committee or be subject to a follow-up report as appropriate.

AS/32 **2020-21 ANTI FRAUD & CORRUPTION & COUNTER FRAUD PARTNERSHIP PERFORMANCE UPDATE & AGREEMENT**

The Head of Customer Services presented the report to Members highlighting the value for money savings of the partnership.

Members enquired about the savings for South Derbyshire and whether the level of resource was sufficient. The Head of Customer Services explained that the cashable savings would be returned to South Derbyshire and that the partnership had not indicated that there was a shortage of resource.

RESOLVED:-

- 1.1 That the Sub-Committee noted the performance of the Counter Fraud Partnership with Derby City Council, as per Appendix 1 of the report and the cashable and value for money savings that had been delivered since 2017.***
- 1.2 That the Sub-Committee approved that the Counter Fraud Partnership be continued for 2020-2021 and approved the***

Council's proposed Anti-Fraud and Corruption Action Plan as per Appendix 2 of the report that directed the work of the partnership.

- 1.3** ***That the Sub-Committee noted that during 2020-2021 the Council would undertake a review of the emerging areas of focus the fraud action plan needed to incorporate in future years, for example insurance fraud, procurement fraud and payroll fraud. The plan created for 2021-2022 would incorporate any new areas of focus.***

AS/33 **UPDATED AUDIT PLANNING REPORT FOR THE YEAR ENDING 31 MARCH 2020**

The External Audit Officer presented the report on behalf of the Strategic Director (Corporate Resources) advising Members of the impact of Covid-19.

The Chairman enquired which element of audit procedures would be investigated; if the additional work be included in the scale fee and whether the audit would be completed on time. The External Audit Officer confirmed that the additional work would look at the value ascribed to the Council's assets such as property and that although the Audit inspection period had been elongated however, the audit was expected to be delivered on time. Members were advised that the additional work would not be part of the scale fee and costs would need to be discussed with management.

RESOLVED:-

That the updated Audit Plan for the year ending 31 March 2020 was considered and approved.

AS/34 **COMMITTEE WORK PROGRAMME**

The Strategic Director (Corporate Resources) presented the report to Members.

RESOLVED:-

That the Sub-Committee considered and approved the updated work programme.

AS/35 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

RESOLVED:-

That in accordance with Section 100 (A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be

transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraph of Part I of the Schedule 12A of the Act indicated in the header to each report on the Agenda.

AS/36 **EXEMPT QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO.11**

The Sub-Committee was informed that no questions from Members of the Council had been received.

The Meeting terminated at 7:20PM.

COUNCILLOR ATKIN

CHAIRMAN