

AUDIT SUB-COMMITTEE

19th February 2014

**PRESENT:-**

**Conservative Group**

Councillor Harrison (Chairman) and Councillor Ford (Vice-Chairman) and Councillor Mrs. Hood

**Labour Group**

Councillors Dunn, and Shepherd.

AS/17. **MINUTES**

The Open Minutes of the Meeting held on 25<sup>th</sup> September and 18<sup>th</sup> December 2013 were submitted. The Minutes were taken as read, approved as a true record and signed by the Chairman.

**MATTERS DELEGATED TO SUB-COMMITTEE**

AS/18. **GRANT THORNTON – GRANTS CERTIFICATION WORK REPORT 2012/13**

A report was submitted to enable the Sub-Committee to review the work of the Council's External Auditor for 2012/13 in relation to grants, in particular to consider the recommendations and management responses in the report.

Members reviewed the documents, commenting on the results of the certification work in particular on the grant claims relating to the Housing and Council Tax Benefit Scheme. Questions were asked on appropriate quality controls being in place, the volume of claimants at any one time which is currently 10,000. Further questions were then asked on the council potentially underpaying claimants rather than overpaying, it was confirmed that to date no underpayments had been made. A final question was asked on how many cases per year go to tribunal and this was confirmed to be no more than 12.

**RESOLVED:-**

***That the report is received and the proposed actions for 2013/14 are approved.***

AS/19. **INTERNAL AUDIT - QUARTERLY PROGRESS REPORT**

An update was provided on progress against the approved Internal Audit Plan for the period 1<sup>st</sup> December 2013 to 31<sup>st</sup> January 2014.

The document comprised a summary, details of audit coverage, audit performance and recommendation tracking. Members reviewed the document, initially commenting on the progress of Audit Assignments paying particular attention to the IT audit which was still in progress, where it was reported that this was due to staffing changes. Six Audits were complete and the remaining were on target with no concerns. It was confirmed that the customer satisfaction Survey response from staff was good for the organisation. Finally, the Sub-Committee discussed recommendation tracking, particularly the revised action dates.

**RESOLVED:-**

***That the report of the Audit Manager is received.***

J. HARRISON

CHAIRMAN

The Meeting terminated at 4.45 p.m.