

AUDIT SUB-COMMITTEE

29th July 2020

PRESENT:-

Conservative Group

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

Labour Group

Councillors Dunn and Shepherd.

AS/16 **APOLOGIES**

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

AS/17 **TO RECEIVE THE OPEN MINUTES**

RESOLVED:-

The Open Minutes of the Meeting held on 11th December 2021 were taken as read, approved as a true record.

AS/18 **DECLARATIONS OF INTEREST**

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

AS/19 **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/20 **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/21 **INTERNAL AUDIT ANNUAL REPORT 2019-2020**

The Internal Audit Manager presented the report based work undertaken during 2020 and outlined the key updates to the plan and gave a summary of the Audit

Opinion. The Sub-Committee was advised that good progress had been made even with the impact of Covid-19.

Members raised questions about the low response from Heads of Service to the customer satisfaction surveys, the ability of IT to respond to audit questions and requested that Heads of Service attend the Sub-Committee where there were missing responses to recommendations, communications in respect of a recent court case involving the Council and enquired about an update to the mobile phone audit.

The Internal Audit Manager advised Members that surveys were issued to capture any service issues, in the absence of a completed survey it would be assumed that there are no issues to be reported. The Internal Audit Manager confirmed that the IT audit was conducted with consideration to current business requirements in the team.

The Strategic Director (Corporate Resources) confirmed that Heads of Service would be encouraged to respond to the Internal Audit Manager's requests for updates and where no response had been provided for the report the Head of Service would be required to attend the Sub-Committee to provide an update.

The Strategic Director (Corporate Resources) updated the Sub-Committee of regarding the Mobile Phone Audit and confirmed that IT recommendation would be completed after a system upgrade.

Members requested that periodic refresher training be considered, for which the Strategic Director (Corporate Resources) advised that training would be arranged.

RESOLVED:-

- 1.1 *The Sub-Committee considered and noted the Annual Internal Audit Opinion for 2019/20.***
- 1.2 *The Sub-Committee agreed that where there was no response to an outstanding action in the Internal Audit Report the Head of Service responsible for the action would attend the Sub-Committee to provide an update.***

AS/22 LOCAL CODE OF CORPORATE GOVERNANCE REVIEW

The Strategic Director (Corporate Services) presented the report to the Sub-Committee detailing the principles, activities to be undertaken and ongoing actions for the next twelve months including a review of the Risk Management Framework.

RESOLVED:-

- 1.1** *That the updated Local Code of Corporate Governance as detailed in Appendix 1 of the report was considered and approved by the Sub-Committee for publication in the Annual Governance Statement.*
- 1.2** *The Sub-Committee approved the progress regarding on-going work to maintain good governance as detailed in the report.*

AS/23 **ANNUAL GOVERNANCE STATEMENT 2019-20**

The Strategic Director (Corporate Resources) presented the report and highlighted the new format and advised Members that there were some final adjustments to be made to the report which would be signed off after the Audit and that the statement would become a stand-alone document to be presented alongside the Statement of Accounts.

RESOLVED:-

- 1.1** *The Sub-Committee recommended to the Finance and Management Committee the Annual Governance Statement (AGS) for the year ended 31 March 2020.*
- 1.2** *The Sub-Committee authorised the Leader of the Council and Chief Executive Officer to sign the Annual Governance Statement following Audit.*

AS/24 **COMMITTEE WORK PROGRAMME**

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

RESOLVED:-

Members considered and approved the updated work programme.

AS/25 **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/26 **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 5.15pm.

COUNCILLOR ATKIN

CHAIRMAN