

AUDIT AND GOVERNANCE COMMITTEE

14th November 2017

Present – The Chairman (Councillor Harbron) and Councillors Barrett, Brown, Hull, Lis, Place, and Whitaker, Greg Robinson (Independent Person).

Officers – Chief Executive, Chief Finance Officer, Solicitor to the Council, Audit Services Manager, Assets and Commercial Services Manager, Senior Accountant and Committee Officer.

Apologies for absence were received from Councillor Brockbank and Mercer.

Start: 6.30pm

Finish: 7.21pm

The minutes of the Committee's meeting held on 26th September 2017 were confirmed and signed by the Chairman.

EXCLUSION OF THE PUBLIC

Resolved – That, in accordance with the Council's Access to Information Procedure Rules, the public is excluded from the meeting during consideration of Minutes AC.304 (marked \$) below on the grounds that it is not in the public interest to disclose the Category 3 exempt information (financial or business affairs of any particular person including the Council).

Minutes for Report

AC.300

EXTERNAL AUDIT : ANNUAL AUDIT LETTER

The External Auditors submitted their Annual Audit Letter for the 2016/17 financial year. The final fee for the audit had amounted to £55,322. The Letter summarised the work and findings of the 2016/17 audit and key messages arising from the audit of the Council's financial statements which were

- An unqualified opinion on the Council's 2016/17 financial statements had been issued.
- The Council had proper arrangements in place to secure economy, efficiency and effectiveness in its use of resources; an unqualified value for money conclusion had been issued.
- The major challenges facing the Council in the coming years included:
 - Continuing pressure on finances and the need to plan for further reductions in spending power;
 - Keeping spending within available resources and bridging funding gaps;
 - Enabling the provision of new homes in the district
 - Stimulating business growth and economic vitality.
 - Eliminating the reliance on Revenue Support Grant by 2020

Resolved – That the Annual Audit Letter for 2016/17 is accepted.

AC.301

LOCAL FRAMEWORK AGREEMENT : DEVELOPMENT OF HOUSING

The Assets and Commercial Services Manager submitted a report updating members on progress in the development of the Local Framework Agreement for the development of Housing on small to

medium sites. The purpose of the agreement was to encourage local contractors to sign up and be called upon going forward to deliver the shared ownership housing programme. The benefits of the approach include significantly reduced lead in times, the provision of fair and reasonable rates and prices, good quality workmanship, and the retention of investment is retained within the district. Eight companies had been accepted onto the framework agreement for a four year period.

Resolved – 1) That the report is noted.

2) Members congratulated the Assets and Commercial Services Manager, Ian Halton, on the success of the process and thanked him for the report.

AC.302 **INTERNAL AUDIT: IMPLEMENTATION OF RECOMMENDATION**

a. Recommendations : Implementation Monitoring

The Strategic Manager for Financial Services submitted a report updating the Committee on the position reached with implementation of Priority One internal audit recommendations where the original completion date was prior to November 2017. One recommendation remained as a “red” status, three had an amber ‘status and fourteen recommendations had been completed and had a ‘green’ status.

Resolved – That the position in respect of implementation of internal audit recommendations is noted, and that action taken in completing Priority One audit recommendations in the monitoring period is noted.

(b) Internal Audit Plan 2017-18 : Progress Report

The Audit Services Manager submitted a report updating the Committee on progress made against the 2017/18 Internal Audit Plan as at 31st October 2017 , a total of 46 of the approved 250 audit days within the plan, had been spent. A number of audits were approaching completion and would be submitted to the January meeting of the Committee.

Resolved – That the content of the Audit Services Manager’s progress report is noted.

AC.303 **REGULATION OF INVESTIGATORY POWERS ACT**

The Solicitor to the Council submitted a report advising the Committee on the Council’s use of covert surveillance under the Regulation of Investigatory Powers Act 2000 since June 2016. Since June 2016, no covert surveillance had been authorised or undertaken.

Resolved – That the report is noted.

\$AC.304 **CORPORATE RISK REGISTER : UPDATE**

The Strategic Manager for Financial Services submitted a report updating the Committee on progress against actions intended to mitigate risks within the Council’s corporate risk register. The number of risks on the corporate register remained at five, of which one had a status of ‘green’ and four ‘amber’.

Resolved – 1) That the progress reported against actions to mitigate risks within the risk register is noted.

2) A meeting be arranged for Audit and Governance Committee members and the officers Senior Leadership team to look in more detail at the risk management process.

Minutes for Decision

None.

Chairman.