

MINUTES OF AUDIT AND ETHICS COMMITTEE

23 OCTOBER 2018

PRESENT:

Members of the Committee: Mr P Dudfield (Chairman), Mr J Eves (Vice-Chairman), Councillors Butlin (substituting for Councillor Pacey-Day), Cranham, Claire Edwards (substituting for Councillor Mistry) and McQueen (substituting for Councillor Roodhouse)

Officers: Mannie Ketley (Head of Corporate Resources and Chief Financial Officer), Chris Blundell (Financial Services Manager and Deputy Chief Financial Officer), Chris Green (Corporate Assurance and Improvement Manager) and Veronika Beckova (Democratic Services Officer)

In attendance: Grant Patterson (Director – Grant Thornton) and Paul Harvey (Assistant Manager – Grant Thornton)

20. MINUTES

The minutes of the meeting held 30 July 2018 were approved and signed by the Chairman.

21. APOLOGIES

Apologies for absence from the meeting were received from Councillors Mistry, Pacey-Day and Roodhouse.

22. ANNUAL AUDIT LETTER 2017/18

The committee considered the report presented by Grant Thornton, the Council's appointed external auditor (Part 1 – Agenda Item 4).

RESOLVED THAT –

- (1) the Annual Audit Letter 2017/18 be noted; and
- (2) the committee places on record its appreciation of the hard work undertaken by the Financial Services Team to meet the new statutory deadline for production of Statement of Accounts.

23. EXTERNAL AUDIT PROGRESS REPORT AND SECTOR UPDATE

The committee considered the report presented by Grant Thornton, the Council's appointed external auditor (Part 1 – Agenda Item 5).

RESOLVED THAT –

- (1) the External Audit Progress Report and Sector Update be noted.

- (2) the Council's responses to the challenge questions on page 3 and 4 of the report be agreed; and
- (3) the Council's response on social rents consultation within the Social Housing Green Paper be circulated for information to all councillors prior to submission to the Government.

24. ROLE AND EFFECTIVENESS OF THE AUDIT AND ETHICS COMMITTEE

The committee considered the report presented by the Corporate Assurance and Improvement Manager (Part 1 – Agenda Item 6).

RESOLVED THAT –

- (1) the report be noted; and
- (2) the following next steps be agreed:
 - (a) all members of the committee including named substitutes to complete an individual self-assessment using the checklists appended to the report;
 - (b) completed self-assessments to be submitted to the Chairman of Audit and Ethics Committee and Corporate Assurance and Improvement Manager;
 - (c) a report on the responses collated to be submitted to the committee for review at the next meeting.

25. 2018/19 INTERNAL AUDIT PLAN – PROGRESS UPDATE

The committee considered the report presented by the Corporate Assurance and Improvement Manager (Part 1 – Agenda Item 7).

The Corporate Assurance and Improvement Manager provided an update on the delivery position of the Internal Audit Plan.

RESOLVED THAT –

- (1) the report be noted; and
- (2) the proposed amendment to the internal audit plan be approved;
- (3) the Corporate Assurance and Improvement Manager to follow up with relevant officers and provide an update on the overdue audit recommendations as requested by members of the committee.

26. TREASURY MANAGEMENT REPORT 2018/19 – PROGRESS REPORT

The committee considered the report presented by the Financial Services Manager and Deputy Chief Financial Officer (Part 1 – Agenda Item 8).

RESOLVED THAT –

- (1) the report be noted; and
- (2) the report be submitted for approval to Cabinet and Full Council with the support of the Audit and Ethics Committee.

27. MULTI-STORY FLATS

The committee considered the report presented by the Head of Corporate Resources and Chief Financial Officer (Part 1 – Agenda Item 9).

RESOLVED THAT –

- (1) the report be noted;
- (2) a further report be presented to committee in January 2019 to consider on-going development, the Council's risk management arrangements for the regeneration of Biart Place and the proposals for Rounds Gardens.

28. MOTION TO EXCLUDE THE PUBLIC UNDER SECTION 100(A)(4) OF THE LOCAL GOVERNMENT ACT 1972

RESOLVED THAT – under Section 100(A) (4) of the Local Government Act 1972 the public be excluded from the meeting for the following items on the grounds that they involved the likely disclosure of information defined in paragraphs 1, 2 and 3 of Schedule 12A of the Act.

29. FRAUD RISK REVIEW

The committee considered the private report presented by the Corporate Assurance and Improvement Manager (Part 2 – Agenda Item 1).

RESOLVED THAT – the report be noted.

30. WHISTLE BLOWING INCIDENTS – STANDING ITEM – TO RECEIVE ANY UPDATES

There were no issues to report.

31. FRAUD AND CORRUPTION ISSUES – STANDING ITEM – TO RECEIVE ANY UPDATES

There were no issues to report.

CHAIRMAN