

## **AUDIT & GOVERNANCE COMMITTEE**

**HELD: Tuesday, 27 March 2018**

Start: 6.30 P.M.

Finish: 7.30 P.M.

### **PRESENT:**

Councillor: P Cotterill (Chairman)  
R Pendleton (Vice-Chair)

Councillors: T Aldridge T Blane  
J Gordon J Mee  
C Wynn D Westley

Officers: Borough Solicitor (Mr T Broderick)  
Audit Manager (Mr M Coysh)  
Member Services/Civic Support Officer (Mrs J A Ryan)

In attendance: Georgia Jones (Grant Thornton)

### 37 **APOLOGIES**

Apologies for absence were received on behalf of Councillors Hennessy and I. Davis.

### 38 **MEMBERSHIP OF THE COMMITTEE**

In accordance with Council Procedure Rule 4, the Committee noted the termination of Councillor Pope and the appointment of Councillor D. Westley for this meeting only, thereby giving effect to the wishes of the Political Groups.

### 39 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

### 40 **PUBLIC SPEAKING**

There were no items under this heading.

### 41 **MINUTES**

RESOLVED: That the minutes of the meeting held on the 30 January 2018 be approved as a correct record and signed by the Chairman.

### 42 **GRANT THORNTON - PROGRESS REPORT AND SECTOR UPDATE**

Consideration was given to the report of the Borough Treasurer as circulated and contained on pages 351 to 367 of the Book of Reports the purpose of which was to receive a Progress Report and Sector Update from Grant Thornton (External Auditors).

The Chairman invited Georgia Smith from Grant Thornton to present the Progress Report and Sector Update.

Comments and questions were raised in respect of the following issues:-

- Alternative form of Local Taxation
- Sustainability issues and the position of the National Audit Office

RESOLVED: That the Progress Report and Sector Update be noted.

43 **INTERNAL AUDIT ACTIVITIES - QUARTERLY UPDATE**

Consideration was given to the report of the report of the Borough Treasurer as circulated and contained on pages 369 to 372 of the Book of Reports which advised of progress against the 2017/18 Internal Audit Plan.

The Audit Manager reported that 83% of the items on the plan were in progress compared to 81% for the same period in the previous year.

RESOLVED: That progress in the year to date be noted.

44 **PROPERTY SERVICES - ARRANGEMENTS RELATING TO THE ENGAGEMENT OF A CONTRACTOR**

Consideration was given to the report of the Borough Treasurer as contained on pages 373 to 381 of the Book of Reports which advised members of matters relevant to an oversight of the Council's framework of control arising from an internal audit examination of Property Services arrangements with a contractor.

Comments and questions were raised in respect of the following:-

- The procedure for the paying of sub-contractors
- Concern regarding the failure to comply with procurement procedures
- Implementation of suitable procedures to make sure incidents like this are not repeated
- Tendering processes and action plans were discussed

RESOLVED: (A) That the actions agreed by management to strengthen controls on procurement payments, accountability, transparency and custody of documents following internal audit's examination of property services use of a contractor be noted.

(B) That a further report be brought back to Audit and Governance Committee to further update on the position,

**45 INTERNAL AUDIT PLAN 2018/19**

Consideration was given to the report of the Borough Treasurer as contained on pages 383 to 387 of the Book of Reports which provided information in relation to the Internal Audit Plan for 2018/19.

RESOLVED: That the Internal Audit Plan (Appendix 1 to the report) be approved to take effect from 1 April 2018.

**46 REGULATION OF INVESTIGATORY POWERS ACT QUARTERLY MONITORING OF USE OF POWERS**

In relation to the quarterly monitoring of activity under the Regulation of Investigatory Powers Act 2000 (RIPA) the Borough Solicitor reported that there was no relevant activity to bring to the attention of the Committee.

RESOLVED: That the report be noted.

**47 WORK PROGRAMME**

Consideration was given to the Committee's Work Programme as set out at page 389 of the Book of Reports.

RESOLVED: That the Work Programme be noted.

-----  
CHAIRMAN