

STEVENAGE BOROUGH COUNCIL

AUDIT COMMITTEE MINUTES

Date: 28 March 2017

Time: 6:00 pm

Place: Shimkent Room, Daneshill House, Danestrete, Stevenage

Present: Members: Councillors: M McKay (Chair), J Gardner,
J Hollywell, G Lawrence and A McGuiness
Independent Member – Brian Mitchell

In Attendance: Terry Barnett – Shared Internal Audit Service

Start/End Time: Start Time: 6:00 pm
End Time: 7:10 pm

1. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were received on behalf of Councillors H Burrell, L Chester and D Cullen.

There were no declarations of interest.

2. MINUTES – AUDIT COMMITTEE – 9 NOVEMBER 2016

It was **RESOLVED** that the Minutes of the meeting of the Committee held on 1 February 2017 are approved as a correct record and signed by the Chair.

3. ASSESSMENT OF CORPORATE GOVERNANCE ARRANGEMENTS

The Assistant Director (Corporate Services and Transformation) presented a report advising Members of the significant governance enhancement activity completed during 2016/17 and which had been identified for delivery in 2017/18.

The Assistant Director gave a summary of Governance enhancement activity identified for 2017/18 including commercial and income opportunities, completion and embedding of the Repairs and Voids Improvement Plan, Business Unit reviews to improve corporate capacity, and business continuity activity to increase the resilience of the Council's IT and telephony arrangements.

The Committee was advised that the Local Code of Governance which summarises the system by which the Council directs and controls its functions was to be revised and submitted to the June meeting of this

Committee.

It was **RESOLVED**:

1. That progress on governance enhancement activity during 2016/17 that has strengthened governance arrangements be noted.
2. That the significant governance actions identified for 2017/18 to provide assurance for continued compliance with the CIPFA/SOLACE Framework, 'Delivering Good Governance in Local Government (2016), as set out in the report and appendices be noted.

4. SHARED INTERNAL AUDIT SERVICE (SIAS) PROGRESS REPORT

Terry Barnett, Head of Assurance, Shared Internal Audit and Shared Anti-Fraud Services (SAFS) introduced the Shared Anti-Fraud Service Progress Report.

The Committee was advised that 149 new cases had been reported between April and December 2016. It was noted that SAFS would provide a full report to this Committee in Summer 2017 on the Council's anti-fraud performance and activities including the number, types and outcomes of all anti-fraud activity.

Members were pleased with the revisions made to the presentation of the SAFS/SBC Business Plan but asked that the statistics in relation to the fraud savings and losses could be presented in a clearer way to enable Members to understand the financial implications of the fraud cases dealt with.

It was **RESOLVED** that the Internal Audit Progress Report for the period to 16 January 2017 is noted.

5. 2017/18 INTERNAL AUDIT PLAN REPORT

The Committee was presented with the proposed Stevenage Borough Council Internal Audit Plan for 2017/18.

The Committee was advised of the Audit Planning Process and Performance Management including Indicators and Targets for the Service.

It was **RESOLVED** that the proposed Stevenage Borough Council Internal Audit Plan for 2017/18 is approved.

6. SHARED INTERNAL AUDIT SERVICE – PROGRESS REPORT

Terry Barnett, Head of Assurance, Shared Internal Audit and Shared Anti-Fraud Services (SAFS) introduced the Shared Internal Audit Service Progress Report for the period to 10 March 2017.

It was noted that there was only one high priority audit recommendation in relation

to the Commercialisation Audit. The Assistant Director (Corporate Projects, Customer Services and Technology) advised the Committee that the appointment of a new Commercial Manager was in hand and that the post would be advertised shortly.

In response to a question, the Head of Assurance advised that detail of the high priority recommendations only were submitted to the Committee for consideration those recommendations which merit attention were monitored and reviewed by Officers.

It was **RESOLVED** that the Internal Audit Progress Report for the period to 10 March 2017 is noted.

7. URGENT PART I BUSINESS

None.

8. EXCLUSION OF PRESS AND PUBLIC

It was **RESOLVED** that:

1. Under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as described in paragraphs 1-7 of Part 1 of Schedule 12A of the Act as amended by Local Government (Access to information) (Variation) Order 2006.
2. Members considered the reasons for the following report being in Part II and determined that the exemption from disclosure of the information contained therein outweighed the public interest in disclosure.

PART II

9. PART II MINUTES AUDIT COMMITTEE – 1 FEBRUARY 2017

It was **RESOLVED** that the Part II Minutes of the meeting of the Committee held on 1 February 2017 are approved as a correct record and signed by the Chair.

10. STRATEGIC RISK REGISTER

The Committee received a report on the latest Strategic Risk Register for Stevenage Borough Council and were advised of the latest developments on risk management issues.

It was **RESOLVED**:

1. That the latest Strategic Risk Register is noted.
2. That the developments on risk management issues are noted.

11. CYBER SECURITY

The Committee received a report updating Members about the new arrangements for managing Cyber Security and progress in respect of the recommendations resulting from the Cyber Risk Audit.

It was **RESOLVED** that the progress to date in relation to enhancing the Cyber Security arrangements is noted.

12. URGENT PART II BUSINESS

None.

CHAIR