

SUMMARY OF DECISIONS TAKEN PART I

MEETING: **Audit Committee – Monday 23 March 2015 – 18.00 hrs. - Shimkent Room, Daneshill House, Stevenage, SG1 1HN**

MEMBERS PRESENT: Councillors: L Chester (Chair), J Gardner (Vice-Chair), P Bibby, D Cullen and J Hollywell.

ALSO PRESENT: T Barnett (Shared Internal Audit Service), T Blackman and A Ayre (Grant Thornton)

<p>1. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST</p>	
<p>Apologies for absence were received from Councillors A McGuinness and M McKay and Independent Member B Mitchell.</p> <p>There were no declarations of interest.</p>	<p>G Moody Ext 2203</p>
<p>2. MINUTES – AUDIT COMMITTEE – 2 FEBRUARY 2015</p>	
<p>It was RESOLVED that the Minutes of the Audit Committee held on 2 February 2015 be approved as a correct record and signed by the Chair subject to the amendment of a typographical error in paragraph 2 of item 3. (Removal of the number 8 after the word deadline in the second line).</p>	<p>G Moody Ext 2203</p>
<p>3. CERTIFICATION LETTER</p>	
<p>The Committee received the Certification Letter from the Council’s External Auditors, Grant Thornton.</p> <p>The Committee was advised that there were no issues arising from the certification work that required highlighting.</p>	

<p>It was RESOLVED that the Certification Letter be noted</p>	
<p>4. AUDIT PROGRESS REPORT</p>	
<p>The Committee received the Audit Progress Report from the Council's External Auditors Grant Thornton.</p> <p>In reply to a question the Committee was advised that the audit plan was on schedule for completion by the target date.</p> <p>In reply to a request the Assistant Director (Finance) undertook to provide a copy of the 2020 Vision statement to Members of the Committee.</p> <p>It was RESOLVED that the report be noted.</p>	<p>C Fletcher Ext 2933</p>
<p>5. DRAFT AUDIT PLAN</p>	
<p>The Committee received the Audit Plan from the Council's External Auditors Grant Thornton.</p> <p>In reply to a question it was confirmed that the Audit Plan covered all facets of the Council's activities, including housing.</p> <p>It was RESOLVED that the report be noted.</p>	
<p>6. INTERNAL AUDIT PROGRESS REPORT</p>	
<p>The Committee received the Internal Audit Progress Report for the period to 6 March 2015.</p> <p>The Committee was advised that since the report had been published a further 7% of the 2014/2015 Audit Plan days had been delivered, making 92% in total, and that a further 5 draft reports had been submitted.</p>	

<p>A Member requested that the Head of Business and Technology Services be invited to attend the next audit Committee should the high level recommendation from the IT audits not be completed by the April 2015 deadline. The Assistant Director (Finance) undertook to arrange as necessary.</p> <p>It was RESOLVED that the report be noted.</p>	<p>C Fletcher Ext 2933</p>
<p>7. INTERNAL AUDIT PLAN 2015 – 2016</p>	
<p>The Committee had before it the proposed Stevenage Borough Council Internal Audit Plan 2015/2016 for approval.</p> <p>The Committee was advised that a detailed scoping exercise would be undertaken at the beginning of each review and that the timeframes shown within the plan were a guide at this stage.</p> <p>In reply to a question it was confirmed that a staffing profile had been drafted for each review, with the caveat that the profile could change. The Committee would be advised if this proved to be the case.</p> <p>In response to a Member comment that successful completion of the plan relied on the availability of SBC as well as SIAS staff, the Committee was advised that once the timetable had been agreed Heads of Service would be contacted accordingly.</p> <p>It was RESOLVED that the proposed Stevenage Borough Council Internal Audit Plan 2015/2016 be approved.</p>	<p>T Barnett SIAS</p> <p>T Barnett SIAS</p>
<p>8. CORPORATE GOVERNANCE ARRANGEMENTS</p>	
<p>The Committee received the annual report on the Council’s Corporate Governance Arrangements.</p> <p>Members asked a number of detailed questions about the report, especially with regard to the monitoring of</p>	<p>C Fletcher</p>

<p>officer and team performance and the objectivity of the Council's self-assessment which were answered by the Officers.</p> <p>It was RESOLVED:</p> <ol style="list-style-type: none"> 1. That the Council's self-assessment against the requirements that form the six key principles of corporate governance in the CIPFA/SOLACE Framework '<i>Delivering Good Governance in Local Government</i>' (that also considers the complementary CIPFA/IFAC International Framework: '<i>Good Governance in the Public Sector</i>'), as set out in Appendix A to the report be noted. 2. That the progress made against actions identified for delivery in 2014/15, and actions planned for 2015/16 to enhance the Council's corporate governance arrangements, as identified in Appendix A to the report be noted. 	<p>Ext 2993 E Wright Ext 2192</p>
<p>9. URGENT PART I BUSINESS</p>	
<p>None.</p>	
<p>10. EXCLUSION OF THE PRESS AND PUBLIC</p>	
<p>It was RESOLVED:</p> <ol style="list-style-type: none"> 1. That under Section 100 (A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as described in paragraphs 1-7 of Part I of Schedule 12A of the Act, as amended by SI 2008 No.88. 2. That having considered the reasons for the following item being in Part II it was determined that maintaining the exemption from disclose of the information contained therein outweighed the public 	

interest in disclosure.	
PART II	
11. STRATEGIC RISK REGISTER QUARTER 3 2014/2015	
<p>The Committee received the Strategic Risk Register for Quarter 3.</p> <p>Members asked a number of detailed questions about the report which were answered by the Officer.</p> <p>It was RESOLVED:</p> <ol style="list-style-type: none"> 1. That the Strategic Risk Register Quarter 3 2014/15 (Appendices A1 – A5 of the report) be noted 2. That developments on risk management issues (as outlined in paragraph 4.2 of the report) be noted. 	
12. URGENT PART II BUSINESS	
None.	