

SUMMARY OF DECISIONS TAKEN PART I

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

MEMBERS PRESENT: Councillors: M McKay (Chair), J Gardner (Vice-Chair), R Broom, L Chester, J Lloyd CC and A McGuinness.

ALSO PRESENT: T Barnett and J Kidd (Shared Internal Audit Service) and N Jennings (Shared Anti-Fraud Service)

1. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST	
<p>Apologies for absence were received from Councillors D Cullen and G Lawrence and Independent Member B Mitchell.</p> <p>There were no declarations of interest.</p> <p>Nick Jennings was introduced to the Committee as the Counter Fraud Manager with the Shared Anti-Fraud Service.</p>	<p>G Moody Ext 2203</p>
2. MINUTES – AUDIT COMMITTEE – 10 JUNE 2015	
<p>It was RESOLVED that the Minutes of the Audit Committee held on 10 June 2015 be approved as a correct record and signed by the Chair.</p>	<p>G Moody Ext 2203</p>
3. ANNUAL FRAUD REPORT 2014/2015 AND PROGRESS REPORT ON THE SHARED ANTI-FRAUD SERVICE (SAFS)	
<p>Members asked a number of detailed questions about the report, funding arrangements for SAFS and</p>	<p>N Jennings SAFS</p>

<p>methods of reporting suspected fraud which were answered by the Officer.</p> <p>It was RESOLVED:</p> <ol style="list-style-type: none"> 1. That the Annual Fraud Report for 2014/2015 be noted. 2. That progress to deliver the new shared fraud service be noted. 	
4. SHARED INTERNAL AUDIT SERVICE ANNUAL REPORT 2014/2015	
<p>In reply to a question the Committee was advised that options for dealing with any net surpluses would be considered at the end of year 2016/2017. Current options included reducing rates or issuing refunds to partners.</p> <p>It was RESOLVED that the report be noted.</p>	T Barnett SIAS
5. INTERNAL AUDIT PROGRESS REPORT	
<p>Members were informed of a typographical error on Appendix A to the report. The heading should read 2015/16 SIAS Audit Plan and not 2014/15 SIAS Audit Plan as stated.</p> <p>The Committee was advised that there were no major concerns about progress against the project targets.</p> <p>It was RESOLVED that the report be noted.</p>	T Barnett
6. ANNUAL TREASURY MANAGEMENT REVIEW OF 2014/2015	
<p>Members expressed some concerns at the level of the Council's cash balances. In reply the Committee was advised that there were two main reasons for the current level of reserves. Firstly, money was being held</p>	C Fletcher Ext 2933

<p>against future known spend requirements and secondly, it was becoming increasingly difficult for the Council to place money to achieve a good return. There was a reluctance to move into long term investments should interest rates increase in the meantime.</p> <p>The Committee did not wish to forward any comments on the report to the Executive and Council for consideration.</p> <p>It was RESOLVED that Council be recommended to approve the 2014/2015 Annual Treasury Management Review.</p>	
<p>7. CHANGES TO CONTRACT STANDING ORDERS</p>	
<p>This report had not been circulated to Members of the Audit Committee with five clear days' notice however, given the reasons for urgency quoted in the report, the Chair agreed that the report be considered on this occasion.</p> <p>The Committee was advised that the Contract Standing Orders had been updated to reflect changes in the Senior Management Team and procedures.</p> <p>It was RESOLVED that the revised Contract Standing Orders be recommended to Council for approval.</p>	<p>C Fletcher Ext 2933</p>
<p>8. CHANGES TO FINANCIAL REGULATIONS</p>	
<p>This report had not been circulated to Members of the Audit Committee with five clear days' notice however, given the reasons for urgency quoted in the report, the Chair agreed that the report be considered on this occasion.</p> <p>In reply to a Member request the Assistant Director (Finance) undertook to monitor and summarise for the Audit Committee all contracts not being authorised by the Executive as a result of the revised approval</p>	<p>C Fletcher Ext 2933</p>

levels.	
It was RESOLVED that the revised Financial Regulations be recommended to Council for approval.	
9. URGENT PART I BUSINESS	
None.	
10. EXCLUSION OF THE PRESS AND PUBLIC	
<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 item of business on the grounds that it 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 disclosure of the information contained therein outweighed the public interest in disclosure. 	
PART II	
11. STRATEGIC RISK REGISTER QUARTER 1 2015/2016	
<p>The Committee received the Strategic Risk Register for Quarter 1.</p> <p>The Committee was advised that Appendix 6 to the report had been produced to quantify the changes to Risk Impact Prioritisation. The Assistant Director (Finance) undertook to update Appendix 3 to the report to</p>	<p>C Fletcher Ext 2933</p>

<p>reflect those changes for the Quarter 2 report.</p> <p>It was RESOLVED:</p> <ol style="list-style-type: none"> 1. That the Strategic Risk Register Quarter 1 2015/16 (Appendices A1 – A6 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.	