

SUMMARY OF DECISIONS TAKEN PART I

MEETING: Audit Committee
DATE: 8 June 2016
PLACE: Shimkent Room, Daneshill House, Stevenage, SG1 1HN
MEMBERS PRESENT: Councillors: M McKay (Chair), H Burrell, L Chester, J Gardner, J Hollywell, G Lawrence and A McGuinness

Independent Member B Mitchell

ALSO PRESENT: T Barnett and C Wood (Shared Internal Audit Service)

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1	APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST An apology for absence was received from Councillor D Cullen. There were no declarations of interest.	ACTION/LEAD G Moody Ext 2203
2	APPOINTMENT OF VICE-CHAIR The Chair invited nominations for the post of Vice-Chair. It was moved, seconded and RESOLVED that Councillor J Gardner is appointed as Vice-Chair of the Audit Committee for the Municipal Year 2016/2017.	 G Moody Ext 2203

3	<p>TERMS OF REFERENCE</p> <p>It was RESOLVED that the terms of reference are noted.</p>	G Moody Ext 2203
4	<p>MINUTES – AUDIT COMMITTEE – 29 MARCH 2016</p> <p>It was RESOLVED that the Minutes of the meeting of the Committee held on 20 March 2016 are approved as a correct record and signed by the Chair.</p>	G Moody Ext 2203
5	<p>2015/2016 ANNUAL ASSURANCE STATEMENT AND INTERNAL AUDIT ANNUAL REPORT</p> <p>In response to a request from the Internal Auditor the Assistant Director (Finance) confirmed that the scope and resources for internal audit were subject to no inappropriate limitations in 2015/2016.</p> <p>In reply to a question concerning the Commercialisation Agenda Audit the Committee was advised that the final report would be made available as soon as possible.</p> <p>It was RESOLVED:</p> <ol style="list-style-type: none"> 1. That the Annual Assurance Statement and Internal Audit Annual Report are noted 2. That the results of the self-assessment as required by both the Public Sector Internal Audit Standards and the Quality Assurance and Improvement Programme are noted 3. That the Shared Internal Audit Service Audit Charter 2016/2017 is accepted 4. That assurance is accepted that the scope and resources for internal audit were subject to no inappropriate limitations in 2015/2016. 	<p>C Fletcher Ext 2933</p> <p>C Wood Shared Internal Audit Service (SIAS)</p>
6	<p>INTERNAL AUDIT PROGRESS REPORT</p> <p>The Committee was advised that since the report had been published the Gas Service follow-up audit</p>	

	<p>had been completed and that the number of billable days now stood at 16%.</p> <p>It was RESOLVED that the Internal Audit Progress Report for the period to 20 May 2016 is noted.</p>	
7	<p>ANNUAL GOVERNANCE STATEMENT 2015/2016</p> <p>The Chair requested that the Minutes record the Committee's thanks to the Corporate Performance and Improvement Manager for a concise, informative and easy to read report.</p> <p>It was RESOLVED that the Council's 2015/2106 Annual Governance Statement, attached as Appendix One to the report, is recommended for approval by the Statement of Accounts Committee.</p>	<p>G Moody Ext 2203</p> <p>C Fletcher Ext 2933</p>
8	<p>URGENT PART I BUSINESS</p> <p>The Committee was advised that the Local Government Association (LGA) had agreed with the Government for an extension to the retendering process for the provision of External Audit services.</p> <p>The LGA had sought to facilitate a sector wide procurement process which could offer benefits by way of value for money and economies of scale for participating authorities. Stevenage Borough Council had expressed an interest in joining this initiative.</p>	<p>C Fletcher Ext 2933</p>
9	<p>EXCLUSION OF PRESS AND PUBLIC</p> <p>It was RESOLVED that:</p> <ol style="list-style-type: none"> 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 having 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 	<p>G Moody Ext 2203</p>

	interest in disclosure.	
<u>PART II</u>		
10	<p>2015/16 HOUSING SIAS AUDITS – (1) ROOFING CONTRACTS AUDIT (2) BMO MATERIALS AUDIT (3) BMO GAS SERVICING CONTRACT AUDIT.</p> <p>Members asked a number of detailed questions about the report which were answered by the Officer.</p> <p>In response to a request the Internal Auditor undertook to provide a follow-up report on the Gas Servicing Contract at a future meeting of the Committee.</p> <p>It was RESOLVED that the report is noted.</p>	<p>P Nourse Ext 2455</p> <p>C Wood SIAS</p>
11	<p>STRATEGIC RISK REGISTER QUARTER 4 2015/2016</p> <p>It was RESOLVED:</p> <ol style="list-style-type: none"> 1. That the Strategic Risk Register Quarter 4, 2015/2016 is noted 2. That developments on risk management issues, as outlined at paragraph 4.2 in the report, are noted. 	<p>E Wright Ext 2192</p>
12	<p>URGENT PART II BUSINESS</p> <p>None.</p>	