

Minutes

Audit Committee

Venue:	Committee Room
Date:	18 April 2012
Present:	Councillor Mrs Casling (Chair), Councillor Dyson, Councillor Mrs Mackman, Councillor Nutt, Councillor Packham and Councillor Reynolds
Apologies for Absence:	Councillor Cattanach, Councillor Crawford and Councillor Mrs McCartney
Officers Present:	Roman Pronyszyn, Veritau; John Barnett, Veritau; Rob Chambers, Audit Commission; Karen Iveson, Executive Director; Eileen Scothern, Business Manager and Richard Besley, Democratic Services

34. DECLARATIONS OF INTEREST

There were no declarations of interest.

35. CHAIR'S ADDRESS

The Chair welcomed councillors and Roman Pronyszyn from Veritau who was attending his first meeting.

The Chair highlighted the items coming back to the Committee as matters arising. The Chair had asked the relevant Officers to provide written guidance/evidence to avoid Officers having to attend the meeting.

36. MINUTES

RESOLVED:

To receive and approve the minutes of the Audit Committee held on 4 January 2012 and they are signed by the Chair.

37. MATTERS ARISING

37.i Closed Burial Grounds

Business Manager, Eileen Scothern, for the Assets Team informed the Committee that the Council has responsibility for 10 current Burial Grounds that are surveyed quarterly. The average annual cost to the Council was £15k, although that can change if any work were to be required.

The Business Manager informed the Committee that there were two potential new sites at Brayton and Sherburn in Elmet.

The Committee were concerned of the potential liability as Parishes would not have the resources to support them and agreed that the SADPD should include provision for Burial Grounds.

37.ii Barlow Common Update

The Committee noted the Maintenance Plan submitted by the Business Manager, Sarah Smith.

Other than some work done by volunteers the routine supervision and maintenance of the site was carried out by Enterprise.

The current plan was ongoing but was a temporary solution while the Council prepares its long-term Countryside Management and Green Space Strategy.

37.iii Partnerships

The Risk Management Plan for established contracts and partnerships was circulated by Janette Barlow, Director of Business Services.

The plan identified the need for an effective Service Level Agreement (SLA).

The Executive Director (s151) confirmed the SLA is now in place and that funding was within the approved funding arrangements.

37.iv A/11/17 – Staff Survey Feedback report

The Committee noted the report from Janette Barlow, Director of Business Services. The original survey and newsletter would be circulated to the Committee.

RESOLVED:

To receive and approve the report.

38. AUDIT COMMISSION 2012/13 AUDIT PLAN

Rob Chambers, Audit Manager at the Audit Commission presented the Audit Commission 2012/13 Audit Plan and identified the three major risks.

- Pensions Funding
- Valuation of Property, plant and equipment
- HRA reform

The Audit Manager confirmed the Value for Money conclusion identified no problems. He confirmed that the Annual Audit letter would be submitted by the end of October.

RESOLVED:

To receive and approve the report.

39. A/11/18 – INTERNAL AUDIT QUARTER 3+ REPORT 2011/12

Roman Pronyszyn and John Barnett, Veritau presented the Internal Audit Quarter 3+ report and confirmed that most audits had been completed, while those remaining were in draft report form awaiting completion.

They confirmed that the three reports called-in by the Committee at its last meeting would be followed up and a report back would be made to the Committee.

The Executive Director (s151) confirmed that performance has held over the last year despite all the operational changes and constraints.

The Committee were concerned at the number of repeated issues and recurring recommendations

RESOLVED:

To receive and approve the report.

40. A/11/19 – INTERNAL CHARTER, TERMS OF REFERENCE AND AUDIT PLAN

Presented by John Barnett, Veritau, the report identified the Internal Audit function taken over by Veritau on the 1st April from the North Yorkshire Audit Partnership and their terms of reference.

The report also sets out Veritau's Plan for the next three years identifying service areas to be audited and the planned reduction of audit man days from 375 in 2012/13 to 350 in 2013/14 and 2014/15.

The Officer confirmed that the Plan had been to the Access Selby Board and the Council's Corporate Management Team who had brought it before Audit Committee for approval.

RESOLVED:

To receive and approve the report.

41. A/11/20 – ACCOUNTS AND AUDIT REGULATIONS 6 REVIEW

John Barnett, Veritau, presented the report which offered the Committee an opportunity to review the service the internal Audit partnership provided.

The report contained the results from the Service Manager Surveys conducted at the end of Audits and reported the comments from Senior Officers.

The Audit Manager confirmed the trend is identifying risks and controls. He stressed that it was not only about recognising under-control but where over-control is employed recommending scaling back processes.

The Audit Manager confirmed that all Audit objectives are agreed between the Auditor and client before the audit commences.

RESOLVED:

To receive and approve the report.

42. A/11/21 – AUDIT COMMITTEE ANNUAL REPORT

The Executive Director (s151) presented the Chair's Annual Report to the Committee.

RESOLVED:

To note the Annual Report submitted by the Chair of the Audit Committee

43. A/11/22 – AUDIT COMMITTEE WORK PROGRAMME 2012/13

The Executive Director (s151) presented the 2012/13 Audit Committee Work Programme.

Councillors asked that the item on the Internal Audit Annual Plan scheduled for June 2012 be removed as it had been discussed earlier in the agenda.

RESOLVED:

To approve the work programme for submission to Council.

The meeting closed at 6:15pm