

# Minutes

## Audit Committee

Venue:	Committee Room
Date:	19 June 2012
Present:	Councillor Crawford, Councillor Dyson, Councillor Mrs Mackman, Councillor Mrs McCartney, Councillor Nutt, Councillor Packham (Vice Chair) and Councillor Reynolds
Apologies for Absence:	Councillor Mrs Casling (Chair) and Councillor Cattanach
Officers Present:	Roman Pronyszyn, Veritau; John Barnett, Veritau; Karen Iveson, Executive Director; Janette Barlow, Director of Business Services and Richard Besley, Democratic Services

### 1. APOLOGIES

As the Chair had forwarded her apologies it was agreed that the Vice Chair would take the meeting.

### 2. DECLARATIONS OF INTEREST

There were no declarations of interest.

### 3. MINUTES

The Democratic Service Officer informed the Committee that the Audit Commission Manager had notified him that item 38, the Audit Commission Plan referred to the year 2011/12 and not 2012/13.

#### RESOLVED:

**To receive and approve the minutes as amended of the Audit Committee held on 18 April 2012 and they are signed by the Chair.**

#### **4. CHAIR'S ADDRESS**

The Vice Chair welcomed councillors and Officer for this first meeting of 2012/13.

#### **5. TIMINGS OF MEETINGS**

**RESOLVED:**

**The Committee agreed to commence meetings at 5.00pm for the 2012/13 municipal year.**

#### **6. WORK PROGRAMME 2012/13**

The Annual Governance report had been duplicated in June and September and had now been removed. The Executive Director (s151) explained that the reason was due to the change of practise where by the Statement of Accounts do not come to the Committee before being audited. They will now appear before the Committee on the 26 September.

#### **7. A/12/1 – INTERNAL AUDIT ANNUAL REPORT 2011/12**

John Barnett, Veritau North Yorkshire, presented the Internal Audit Report and confirmed it had been a positive year given the change experienced by the organisation. He drew the Committee's attention to the report summary and scores. The Audit Manager confirmed that the three unsatisfactory reports had been called in by this Committee and had been discussed with Officers invited to comment and answer questions. The report recorded the necessary follow up reports.

The Audit Manager informed the Committee that the new Covalent system, when fully implemented, would allow Officers and Managers to manage their actions

The Vice Chair felt that, while satisfactory was indicative of a successful audit, Managers and Officers should aim for an overall good standard mark.

**RESOLVED:**

**To receive and approve the report.**

#### **8. PRIVATE SESSION**

**RESOLVED:**

**In accordance with Section 100(A)(4) of the Local Government Act 1972 and in view of the nature of the business to be transacted, to exclude the press and public from the meeting during discussion of**

**the following item as there is likely to be disclosure of exempt information.**

**9. A/12/2 – RISK MANAGEMENT ANNUAL REPORT**

Presenting the report, the Executive Director (s151), described Risk Management as a key element of the Council's work over the last year, especially with the fundamental changes the authority faced in 2011/12.

The Director informed the Committee that there was now a cycle in place to review, twice in each year, the Council's three Risk Registers. These were the Corporate Risk Register, Access Selby Risk Register and Communities Selby Risk Register

**RESOLVED:**

**To receive and endorse the report.**

**10. A/12/3 – REVIEW OF THE CORPORATE RISK REGISTER**

The Executive Director (s151) presented the report to the Committee and highlighted those risks where there had been changes with some risks being downgraded and one removed.

The Director noted that following the fire at Abbey Leisure Centre, an alternative venue for the Gym facilities had been obtained which impacted on the use of a Council car-park. The car park at the adjacent former Civic Centre was being prepared to provide the extra capacity.

The Director of Business Services confirmed that there would be a further Staff Survey conducted this September/October.

On a matter regarding Contaminated Land and the handling of Asbestos contamination Officers were asked for clarification at the next meeting.

Officers confirmed that Managers review their Risk Registers quarterly but report on them half yearly.

The Vice Chair notified Officers that she would like to see some movement on risks by January.

**RESOLVED:**

**To receive and endorse the report**

**11. A/12/4 – REVIEW OF THE ACCESS SELBY RISK REGISTER**

The Director of Business Services presented the report on behalf of Access Selby and notified the Committee that the Register had been reviewed by the Board at its June meeting.

The Director was pleased to report that two risks had gone down where results had exceeded expectations and where Access Selby had done a lot of development work.

Three risks had increased slightly though this was due to appreciation and recognition of the impact of the new roles and work patterns of Access Selby that had seen the risks re-assessed.

**RESOLVED:**

**To receive and endorse the report**

**12. A/12/5 – REVIEW OF THE COMMUNITIES SELBY RISK REGISTER**

The Executive Director (s151) presented the report on behalf of Communities Selby to the Committee.

The report showed those risks where there had been changes with some risks being downgraded. There was one new risk relating to the development of the CEFs.

Communities Selby had originally been concerned on the impact on service when the temporary team structure was disbanded however, the ability to call on WLCT staff had helped mitigate the risk.

**RESOLVED:**

**To receive and endorse the report**

The meeting closed at 5:46pm