

Minutes

Audit Committee

- Venue: Committee Room
- Date: 15 January 2014
- Present: Councillor J Cattanach, Councillor M Dyson, Councillor M Jordan (substitute for C Pearson), Councillor Mrs S Ryder and Councillor Nutt.
- Apologies for Absence: Councillor Mrs C Mackman (Vice Chair), Councillor Mrs M McCartney, Councillor C Pearson (substitute M Jordan) and Councillor W Nichols
- Officers Present: John Barnett, Veritau; Gavin Barker, Mazars, Karen Iveson, Executive Director (S151) and Richard Besley, Democratic Services

24. APPOINTMENT OF TEMPORARY CHAIR

The Democratic Services Officer informed the meeting that apologies had been received from both the Chair and Vice Chair and a temporary Chair needed to be appointed for the meeting.

RESOLVED:

Councillor Cattanach was appointed to Chair the meeting.

25. DECLARATIONS OF INTEREST

There were no declarations of interest.

26. MINUTES

RESOLVED:

To receive and approve the minutes of the Audit Committee held on 25 September 2014 and they are signed by the Chair.

27. CHAIR'S ADDRESS

The Chair gave no opening address.

28. A/13/15 – Annual Governance Statement – Action Plan Review

The report was presented by John Barnett, the Audit Manager Veritau; it considered the progress on the Annual Governance Statement (AGS) 2012/13 Action Plan which was approved in September 2013. The Action Plan was now returning for its six monthly review.

The Audit Manager confirmed that the Disaster Recovery Plan for ICT had been completed and that controls were now in place to prevent a recurrence of incorrect billing in 2014/15.

The Executive Director (s151) confirmed that the Council were still waiting to see what the Council Tax rise threshold would be to trigger a referendum. There may still be changes to the 2014/15 billing and that, although timescales were tight, there was commitment from all involved.

RESOLVED:

To note the Action Plan for the Annual Governance Statement for 2012/13.

29. A/13/16 – Internal Audit Quarter 2+ Report 2013/14

John Barnett, Audit Manager for Veritau presented the report which identified the work of Veritau's Auditors for the period April to December 2013. It confirmed the Audit Opinion was of Substantial Assurance.

The Audit Manager informed the Committee that the report had been prepared before the Christmas break and that progress had been made in the outstanding Audits. He confirmed that action had been taken on the two Service Audits reporting Moderate Assurance and they would be further reviewed.

RESOLVED:

To receive and approve the report.

30. A/13/17 – Audit Annual Letter 2012/13

The Annual Audit letter from the external Auditor's Mazars, acting for the Audit Commission, offered an unqualified opinion of Selby Council's 2012/3 financial statements.

The Auditors had concluded that, despite continuing pressures, the Council had proper arrangements to ensure economy, efficiency and effectiveness in the use of its resources.

Mazars felt that with steps already taken and with significant plans in place for future constraints.

The Committee agreed that the financial control framework was to be congratulated.

RESOLVED:

To receive and approve the report.

31. A/13/18 – Audit of Grant Claims & Returns 2012/13

Gavin Barker for Mazars, submitted the Annual Report on the Certification of Claims and Returns. The Auditor confirmed that there had been four claims to consider and all had been certified.

RESOLVED:

To receive and note the report.

32. A/13/19 – External Audit Progress Report

Gavin Barker, for Mazars, presented the report outlining their progress in meeting their responsibilities as the Council's external Auditor and highlighted key emerging issues and developments.

Mazars would bring the Audit Plan for 2014/15 to the April meeting and the Auditor confirmed that fees for that period currently under discussion would remain the same as the previous year.

Plans from DCLG in relation to Accounts and Audit Regulations include whether the local authority accounts production timetable should be brought forward. The Executive Director (s151) confirmed that the Council was monitoring this development.

RESOLVED:

To receive and approve the report.

33. Review of Draft Work Programme 2014/15

The Democratic Services Officer presented an early draft of the Work Programme for 2014/15 that would be adopted by the Committee at its next meeting.

Within the current Work Programme Veritau had requested that Accounts and Audit Regulation 6 Review be deferred until the June meeting and that the Internal Charter & Terms of Reference and the Audit Plan for 2014/15 would be split into two reports.

RESOLVED

To receive and note the report.

It was agreed to move to private session.

34. 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.

35. A/13/20 Review of Risk Management Strategy

The report was presented by the Executive Director (s151) which reviewed the Risk Management Strategy who confirmed that culture was embedded into the Council's processes and procedures and managed through the Strategy.

Reference to Communities Selby would be removed from the Strategy.

RESOLVED:

To endorse the actions of officers in furthering the progress of risk management.

36. A/13/21 Review of Corporate Risk Register

Presented by the Executive Director (s151), the report updated Councillors on movements within the Corporate Risk Register for the Council, which was last reviewed by those responsible officers in October 2013.

RESOLVED:

To endorse the actions of officers in furthering the progress of risk management.

37. A/13/22 Review of Access Selby Risk Register

Presented by the Executive Director (s151), on behalf of Access Selby, the report detailed the Access Selby Corporate Risk register which has been reviewed to align with wider development of the Access Selby Business Plan.

RESOLVED:

To endorse the actions of officers in furthering the progress of risk management.

The meeting closed at 6:00pm