



MINUTES OF A MEETING OF THE AUDIT AND GOVERNANCE COMMITTEE HELD ON 13th FEBRUARY 2020

PRESENT: Councillor M Summers (Chair), Councillors J Faulkner, M Oates, S Pritchard and P Thurgood

Officers Stefan Garner (Executive Director Finance), Rebecca Neill (Head of Audit & Governance and Monitoring Officer) and Lynne Pugh (Assistant Director Finance)

Visitors Mark Stocks (Grant Thornton)

40 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 24th October 2019 were approved and signed as a correct record.

(Moved by Councillor J Faulkner and seconded by Councillor M Oates)

41 DECLARATIONS OF INTEREST

There were no declarations of Interest.

42 UPDATE FROM EXTERNAL AUDITORS

Mark Stocks introduced himself to the Committee as the new External Auditor/ Partner from Grant Thornton.

43 FEE INCREASE LETTER

RESOLVED: That the Committee;

Endorsed the Fee increase letter.

(Moved by Councillor M Summers and seconded by Councillor J Faulkner)

44 AUDIT PLAN

RESOLVED: That the Committee

Endorsed the external Audit Plan for year ending 31st March 2020.

(Moved by Councillor J Faulkner and seconded by Councillor P Thurgood)

45 REGULATION OF INVESTIGATORY POWERS ACT 2000

The Council's Code of Practice for carrying out surveillance under the Regulation of Investigatory Powers Act 2000 (RIPA) specifies that quarterly reports will be taken to Audit & Governance Committee to demonstrate to elected members that the Council is complying with its own Code of Practice when using RIPA

RESOLVED That Audit and Governance Committee:

Endorsed the RIPA monitoring report for the quarter to 31 December 2019 circulated for information.

(Moved by Councillor J Faulkner and seconded by Councillor M Oates)

Councillor M Oates left the meeting

46 RISK MANAGEMENT QUARTERLY UPDATE

The Assistant Director Finance reported on the Risk Management process and progress to date for the current financial year.

Following the Committee's discussion on workforce planning, new revenue streams and democratic process corporate risks, the Committee requested that a 'deep dive' of the workforce planning risk be brought the next Committee and the current risk score on democratic process be reviewed by risk owners.

RESOLVED That the Committee;

Endorsed the Corporate Risk Register.

(Moved by Councillor M Summers and seconded by Councillor P Thurgood)

47 INTERNAL AUDIT UPDATE REPORT 2019/20 (QUARTER 3)

The Head of Audit & Governance and Monitoring Officer provided Audit & Governance Committee with internal audit's progress report for the period to 31 December 2019 (Quarter 3).

RESOLVED

That the Committee;

Considered the attached report (and new format for reporting) and approved the proposed change in assurance and recommendation classifications.

(Moved by Councillor M Summers and seconded by Councillor S Pritchard)

48 AUDIT COMMITTEE EFFECTIVENESS

RESOLVED: Members of the Committee completed the self-assessment checklist at Appendix 1 and resolved that;

Those members who have not completed the knowledge and skills framework be requested to do so; and

A report of the 'pros and cons' and timeline of a potential appointment of an independent member to the Committee be brought to the next meeting.

(Moved by Councillor M Summers and seconded by Councillor J Faulkner)

49 AUDIT AND GOVERNANCE COMMITTEE TIMETABLE

The Committee reviewed the timetable.

Chair