

## **AUDIT AND GOVERNANCE COMMITTEE**

**20th March 2019**

**Present:** Councillor Alan Amos in the Chair

**Councillors Agar, Ditta, S. Hodgson, Laurensen, Roberts, G. Squires (Vice-Chairman) and Udall**

**Also in Attendance:**

**Hassan Rohiman, Ernst & Young LLB, Natalie Ryan, Ernst & Young LLB**

**Officers:** Mark Baldwin – Head of Finance  
Andy Bromage – Head of Internal Audit Shared Service  
Shane Flynn – Corporate Director, Finance and Resources  
Sian Stroud – Deputy Director - Governance

### **1 Declarations of Interest**

None.

### **2 Public Participation**

None.

### **3 Minutes**

Councillor Udall raised that as noted in the Minutes, the Managing Director had proposed that a meeting take place with Ward Councillors to discuss the money awarded to St Johns Traders and how this should be spent. Shane Flynn agreed he would look to set up a meeting in the coming weeks.

**RESOLVED: That the minutes of the meeting held on 19th December 2018 be approved as a correct record and signed by the chairman.**

### **4 2018/19 Internal Audit Progress Report to 28th February 2019**

The Head of Internal Audit Shared Service presented the report to the Committee, noting that the report comprised 3 summary reports of work that had been completed. The Health and Safety Operations Training Programme have returned an assurance of "limited". A robust management action plan is in place with further resources allocated from People Services to assist in addressing the administration weaknesses identified in the audit. The exception that was reported last time in regard to the Debtors area had been addressed since Committee sat and the outstanding issue has since been satisfied so it won't be coming back to Committee.

The Chair asked the Head of Finance to clarify a section of the report regarding an investigation that took place into the Trade Waste Service, relating to a financial loss.

**RESOLVED: That the Committee note the contents of the report.**

## **5 Draft Internal Audit Plan for 2019-20**

The Head of the Internal Audit Shared Service presented the report, explaining that the report is a repeat of what was presented to Committee at the last meeting and that there has been no material changes within the plan. It was noted that some additional work that was agreed after the plan had been put together will have a small impact on the plan; this change will be brought back to Committee at a later date.

Officers responded to questions from Members regarding specific aspects of the report.

**RESOLVED: That the Committee approve the draft Annual Internal Audit Plan and Key Performance indicators.**

## **6 External Audit Plan - 2018/19**

The Chair welcomed External Auditors from Ernst and Young LLP, Mr Hassan Rohiman and Natalie Ryan, to the meeting. The representatives presented the report and Members were invited to ask questions, to which the representatives provided clarity where necessary. The Chair thanked Mr Rohiman and Ms Ryan for their work.

**RESOLVED: That the Committee endorse the external auditor's Audit Plan for 2018/19.**

## **7 Decommissioning of Sansome Walk**

The Chair welcomed the Deputy Director of Governance, Sian Stroud, to the Committee and the meeting. The Chair noted that he had asked for the item to be brought to Committee following concerns that had been raised.

The Deputy Director of Governance presented the report, noting that it is in the remit of the Audit and Governance Committee, as well as the Policy and Resources Committee, to look at the process the project has followed.

The Chair thanked the Deputy of Governance for the detail and clarity of the report and noted that the Committee should comment only on the process that the project has followed.

Officers responded to numerous questions and comments from Members regarding specific aspects of the report and project as a whole. The Deputy Director of Governance agreed to provide the Committee with an update at the next meeting but a full report would not be presented until the September Committee meeting.

**RESOLVED: That the Committee:**

1. note the summary of decisions and advice to date given in relation to the decommissioning of the Sansome Walk former swimming pool site.

2. request that the Council's Internal Audit Service undertakes a Lessons Learned review of this project, to take account of the information set out in this report as well as the specialist advice currently being commissioned for the Council on demolition options and costs.

**8 Local Code of Corporate Governance and Action Plan**

The Deputy Director of Governance presented the report that recommends the local code of corporate governance be updated in accordance with CIPFA's (The Chartered Institute of Public Finance and Accountancy) seven new corporate governance principles. Additionally, the report recommends that the code is refreshed with actions and improvements from reviewing the code, as well as lessons learnt from Internal and External Audit actions. An action plan was proposed and recommended by CIPFA, which would act as a rolling plan of improvements.

Officers responded to questions from Members in relation to when the revised code of corporate governance would be brought before Committee and further questions relating to stakeholder engagement.

**RESOLVED: That the Committee:**

1. note the update on progress to review the Local Code of Corporate Governance; and

2. endorse the proposals to introduce a Corporate Governance Action Plan, with a proposed Plan for year 2019/2020 to be brought to the next meeting of the Committee for approval.

**9 Any Other Business**

The Chair noted that Councillor Squires would be stepping down following the next election and thanked him for the work and support he had undertaken as the Vice Chair for the Committee.

**Duration of the meeting:** 7.00 pm to 8.10 pm

Chairman at the meeting on  
29th July 2019