

## AUDIT AND STANDARDS COMMITTEE

4 July 2017

7.00 pm – 8.55 pm

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Council Chamber, Ebley Mill, Stroud

### Minutes

#### Membership

Councillor Nigel Studdert-Kennedy (Chair)	P	Councillor Keith Pearson	P
Councillor Rachel Curley (Vice-Chair)	P	Councillor Mark Reeves	P
Councillor Martin Baxendale	P	Councillor Tom Williams	Ap
Councillor Stephen Davies	Ap	Councillor Penny Wride	P
Councillor Colin Fryer	P		

A = Absent P = Present

#### Officers in attendance

Head of Audit Risk Assurance  
Principal Accountant

Principal Procurement Officer  
Democratic Services Officer

#### Also present

Matthew Arthur, KPMG

#### AC.001

#### APOLOGIES

Apologies for absence had been received from Councillors Stephen Davies and Tom Williams.

#### AC.002

#### DECLARATIONS OF INTEREST

There were none.

#### AC.003

#### MINUTES

#### **RESOLVED**

**That the Minutes of the meeting held on 11 April 2017, are approved as a correct record.**

#### AC.004

#### PUBLIC QUESTION TIME

There were none.

**AC.005**                      **WORK PROGRAMME**

A meeting had been scheduled to discuss the work programme. It was agreed to add an item to November's meeting on the Multi Services Contract.

**RESOLVED**                      **To update the work programme and add the Multi Services Contract to November Committee.**

**AC.006**                      **PROCUREMENT REVIEW**

The Principal Procurement Officer outlined the above report and answered members' questions which covered:-

- The Council's open process for procurement through the portal.
- Obtaining best value when employing agency staff for temporary periods and consultants to bridge the gap in expertise.
- The management of contracts was clearly set out within the procedures and any concerns were highlighted at quarterly meetings held with Corporate Team.

**RECOMMEND TO COUNCIL**      **The thresholds in the Contract and Procurement Procedure Rules be amended as outlined in the Report at paragraphs 2.3 and 2.4.**

**AC.007**                      **ANNUAL REPORT ON INTERNAL AUDIT ACTIVITY 2016/17**

The Head of Audit Risk Assurance (Chief Internal Auditor) highlighted various paragraphs within the above report.

In relation to BACS Direct Debit Internal Audit, concern was expressed that the Business Continuity Plan had not been developed or implemented, putting the Council at potential risk. A Members' Information Sheet would be published which would provide an update on actions currently being taken to address these concerns.

**RESOLVED**                      **a) Assess, from the findings set out in this Internal Audit Annual Report, that it can take reasonable assurance that the internal control environment, comprising risk management, control and governance is operating effectively;**

**b) Request senior management attendance at the next meeting of the Committee to provide an update on the actions taken in relation to the recommendations made in the ICT Business Processes limited assurance report; and**

**c) Note that the performance of Internal Audit meets the required standards.**

**AC.008**                      **DRAFT ANNUAL GOVERNANCE STATEMENT (AGS)**  
**2016/17**

The Head of Audit Risk Assurance (Chief Internal Auditor) outlined the above report, highlighting key paragraphs.

**RESOLVED**                      **That the AGS 2016/17 (including the actions planned by the Council to further enhance good governance arrangements), as set out in Appendix A, be approved.**

**AC.009**                      **STATEMENT OF ACCOUNTS 2016/17**

The Principal Accountant presented the above report and answered members' questions including one regarding the value of the Councils' assets.

**RESOLVED**                      **To approve the report and considers any recommendations that it would like to make regarding the accounts for the year ending 31 March 2017.**

**AC.010**                      **ANNUAL REPORT ON TREASURY MANAGEMENT**  
**ACTIVITY AND ACTUAL PRUDENTIAL INDICATORS**  
**2016/2017**

In presenting the above report, the Principal Accountant drew attention to several paragraphs. In reply to members' questions he confirmed that the Council were in daily contact with brokers and would obtain the best financial return, within the risk parameters set in the Treasury Strategy.

**RESOLVED**                      **To approve the treasury management activity annual report for 2016/2017 and the actual Prudential Indicators.**

**AC.011**                      **MEMBER QUESTIONS**

There were none.

The meeting closed at 8.55 pm.

Chair