

AUDIT AND STANDARDS COMMITTEE

28 November 2017

7.00 pm – 8.15 pm

Council Chamber, Ebley Mill, Stroud

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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	A
Councillor Stephen Davies	P	Councillor Penny Wride	P
Councillor Colin Fryer	A		

A = Absent P = Present

Officers in attendance

Accountancy Manager and Acting Section 151 Officer Head of Audit Risk Assurance
Head of Legal Services and Monitoring Officer Democratic Services Officer
Principal Accountant

Also present

Matthew Arthur from KPMG, the Council's External Auditors.

AC.022

APOLOGIES

An apology for absence had been received from Councillor Tom Williams.

AC.023

DECLARATIONS OF INTEREST

There were none.

AC.024

MINUTES

RESOLVED

That the Minutes of the meeting held on 12 September 2017, are approved as a correct record.

AC.025

PUBLIC QUESTION TIME

There were none.

AC.026 **WORK PROGRAMME**

The following items were added to the Work Programme:

- Regular item on Risk Management
- Review of the Audit Shared Service – September 2018
- Further update on the Local Government Pension Scheme.

RESOLVED To note the current work programme.

AC.027 **REVIEW OF RISK MANAGEMENT**

The Head of Legal Services presented the report which promoted effective risk management across the Council. The Audit Committee will be reviewing risk management on a regular basis.

A Task and Finish Group is reviewing performance monitoring and conclusions and recommendations will be discussed at Strategy and Resources Committee.

RESOLVED That as required by the Adopted Risk Management Policy (adopted April 2017):

1. Member Performance Monitoring Champions for each committee be requested to specifically consider as part of their regular meetings with Corporate Team officers, progress being made to effectively manage the strategic risks for which the officers are responsible.
2. The said members and / or officers be requested to report back to the Audit and Standards Committee to help in its considerations as to whether it can provide independent assurance of the adequacy and effectiveness of the risk management arrangements.

AC.028 **ANNUAL AUDIT LETTER**

Matthew Arthur from KPMG presented this item. The letter summarises the outcome of the audits carried out in 2016/17.

AC.029 **INTERNAL AUDIT ACTIVITY PROGRESS REPORT 2017-18**

The Head of Audit Risk Assurance presented this report which provided an update as to the progress made against the 2017/2018 Internal Audit Plan. Updates against the approved plan will be provided at each Committee meeting.

- RESOLVED**
1. To accept the progress against the Internal Audit Plan 2017/18; and
 2. To accept the assurance opinions provided in relation to the effectiveness of the Council's control environment comprising risk management, control and governance arrangements as a result of the Internal Audit activity completed to date.

AC.030**LIMITED ASSURANCE – LOCAL GOVERNMENT PENSION SCHEME INTERNAL AUDIT – MANAGEMENT UPDATE**

The Principal Accountant presented this report and gave a detailed update to Committee on the pension issues raised in the Internal Audit report, implications arising from the Council's additional leave scheme on employee tax and pension treatment, and training of Finance and HR staff in pension administration. He explained that the administration of payroll was taken back in house in April 2016, with pensions administration now being undertaken by Finance (previously HR after poor performance by NgA). Committee will receive further updates at future meetings.

RESOLVED

To accept the report and note the progress made against the audit recommendations.

AC.031**REVIEW OF AUDIT RISK ASSURANCE (ARA) SHARED SERVICE**

The Head of Audit Risk Assurance presented the report and explained the progress made against the original business case objectives of the ARA Shared Service. The reported noted that all objectives have been met.

RESOLVED

To accept the report and note the progress made against the original business case objectives.

AC.032**HALF YEAR TREASURY MANAGEMENT ACTIVITY REPORT 2017/18**

The Principal Accountant presented the report which provided an update on treasury management activity for the first half of the financial year.

RECOMMENDED TO COUNCIL

1. That it approves the Treasury Management Activity Half-year Report for 2017/2018, and
2. That Council **RESOLVES** to make the amendment to investment duration to 2 years for up to £3million with government supported banks, as set out in paragraph 17 of this report.

AC.033**MEMBERS' QUESTIONS**

Questions were received from Councillor Norman Kay. The [questions and answers](#) have been published on the Council website.

The meeting closed at 8.15 pm.

Chair