

Minutes

of the Meeting of the

Audit Committee

Thursday, 3rd March 2016

held at the Town Hall, Weston-super-Mare, Somerset.

Meeting Commenced: 3pm

Meeting Concluded: 4.12pm

Councillors:

P Mary Blatchford (Chairman)

P David Jolley (Vice-Chairman)

P Bob Garner

A Derek Mead

P Marcia Pepperall

Independent Members: Beverley Robertshaw, Tony Roche

P: Present

A: Apologies for absence submitted

Also in attendance: Peter Barber, Gail Turner-Radcliffe (Grant Thornton)

Officers in attendance: Peter Cann (Audit West), Malcolm Coe (Corporate Services), Vicky Derrick (Corporate Services), Heather Sanders (Corporate Services), Tammy Weekes (Corporate Services), Jeff Wring (Audit West)

AUD 17 Declaration of Disclosable Pecuniary Interest (Agenda item 2)

None.

AUD 18 Minutes of the Meeting held on 01 December 2015 (Agenda item 4)

Resolved: that the minutes of the meeting be approved as a correct record.

AUD 19 Treasury Management Strategy 2016/17 (Agenda item 6)

The Head of Finance & Property presented a report setting out the treasury management strategy for the 2016/17 financial year. The report invited comment on the Strategy, the Prudential Indicators and the Minimum Revenue Provision Policy, as recently been agreed by the Council.

The Head of Finance & Property then responded to Members' questions and queries regarding the Council's borrowing requirements.

Resolved: that the report be noted.

**AUD
20 External Audit (Agenda item 7)**

Peter Barber presented reports on the grant certification work undertaken by the Council's external auditor Grant Thornton in respect of claims and returns for the financial year 2014/15 and the Audit Plan for the year ending 31 March 2016. Peter then responded to members' questions about pension fund liability and actuarial assumptions.

Gail Turner-Radcliffe then presented the Audit Committee update regarding progress with the 2015 Audit and which apprised the Committee of national initiatives and relevant announcements and publications.

Resolved: that the reports of the External Auditor be noted.

**AUD
21 Audit & Assurance Annual Report 2015/16 (Agenda item 8)**

Internal Audit Manager for North Somerset Peter Cann presented a report on the Internal Audit Annual Plan 2015-16. Peter then responded to Members' questions and queries concerning the control issues identified in relation to the software used in Children's Centres and also about the recovery of training fees. Members commented on the data security risks arising from the Council's move to a cloud based IT system.

Additionally, the Head of Audit West reported that he was able to give a reasonable assurance opinion on the Council's internal control function.

Resolved: that the Internal Audit Annual Report 2015-16 and formal opinion on the internal control framework be noted.

**AUD
22 Audit & Assurance Plan 2016/17 (Agenda item 9)**

The Head of Audit West presented a report on the 2016-17 Audit and Assurance Plan, tabling a slightly revised version on the draft plan.

Resolved: that the draft Audit and Assurance Plan 2016-17 be approved.

**AUD
23 Annual Governance Review 2015/16 (Agenda item 10)**

The Head of Audit West presented a report setting out the process and timetable for completion of the Annual Governance Statement for 2015/16.

Responding to Members' queries about monitoring the functioning of the Agilisys contract and the ICT Transformation Programme the Head of Audit West outlined the processes for monitoring contract performance. The Head of Finance and Property suggested that an informal Member workshop might be an appropriate opportunity to provide the Committee with assurances that the Council's external contractor was satisfactorily fulfilling its contractual obligations.

Resolved: that the report be noted

AUD 24 Audit Committee Work Plan (Agenda item 11)

The Chairman introduced her report on the work programme. In addition to the items proposed Members agreed to a workshop on the contract management issues arising from the Agilisys contract. Members also agreed to hold a session on finance for non-financial managers prior to the informal annual accounts session in June. The Chairman proposed that in future workshop sessions and informal briefings should be held on a different day to the formal committee meetings.

Resolved: that the work programme be updated and agreed.

Chairman
