

**MINUTES OF THE AUDIT & STANDARDS COMMITTEE
HELD ON**

25 November 2020

7.30 - 9.30 pm

PRESENT

Committee Members

Councillor Stefan Mullard (Chair)
Councillor Shannon Jezzard (Vice-Chair)
Councillor Simon Carter
Councillor Jean Clark
Councillor Jodi Dunne
Councillor Michael Hardware
Councillor Maggie Hulcoop
Councillor Eddie Johnson
Councillor Russell Perrin

Officers

Simon Freeman, Head of Finance and Deputy to the Chief Executive
Emma Crouch, Corporate Support Officer
Natalie Hook, Senior Auditor
Sarah Marsh, Internal Audit Manager
Adam Rees, Governance Support Officer

APOLOGIES

Councillor Frances Mason

26. **APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Apologies for absence were received from Councillor Frances Mason.

27. **DECLARATIONS OF INTEREST**

Councillor Simon Carter declared a pecuniary interest as a remunerated Council appointed Director of HTS (Property and Environment) Ltd.

28. **MINUTES**

RESOLVED that the minutes of the meeting held on 27 August 2020 are agreed as a correct record and signed by the Chair.

29. **MATTERS ARISING**

None.

30. **WRITTEN QUESTIONS AND PETITIONS**

None.

31. **NON CONTENTIOUS BUSINESS**

None.

32. **COMMITTEE WORK PLAN**

The Committee received its current work plan.

RESOLVED that the work plan is noted.

It was agreed that items 8-11 on the agenda would be taken en-bloc.

33. **ANNUAL AUDIT LETTER 2018/19**

This item was considered as part of item 11, External Auditors Audit Results Report 2018/19 (ISA 260).

34. **AUDITED ANNUAL ACCOUNTS 2018/19**

The Committee considered a report on the audited annual accounts for 2018/19, which recommended that final sign off of the accounts was delegated to the Deputy to the Chief Executive and Head of Finance and Property Services in consultation with the Chair of the Audit and Standards Committee.

RESOLVED that:

A Upon consideration of the Auditor's Results Report earlier in the agenda, the Committee approved the latest 2018/19 Statement of Accounts presented as Appendix 1 to this report.

B The Committee delegated the approval of the final 2018/19 Statement of Accounts, should the latest accounts need amendment following the completion of audit work, to the Deputy to the Chief Executive and Head of Finance and Property Services in consultation with the Chair of the Audit and Standards Committee.

35. **MANAGEMENT LETTER OF REPRESENTATION**

This item was considered as part of item 11, External Auditors Audit Results Report 2018/19 (ISA 260).

36. **EXTERNAL AUDITORS AUDIT RESULTS REPORT 2018/19 (ISA 260)**

The Committee received a report which set out the External Auditor's draft opinion on their audit of the Council's financial statements.

It was noted that a number of material errors remained, along with three immaterial errors that combined to make a material error. There were also some deficiencies with the Council's internal control processes. These errors were of a technical nature.

The Committee expressed their disappointment with the late provision of papers for this item, as well as the Audited Annual Accounts 2018/19, as well as the difficulty in reading the appendix due its font size.

RESOLVED that:

- A** Reviewed the Audit Results Report alongside the approval of the Statement of Accounts reported to this meeting.
- B** Notes the Value for Money assessment of the Council's use of resources as contained within the attached report from the Council's appointed Auditor.

37. **EXTERNAL AUDITOR - AUDIT PLAN 2019/20**

38. **PERIOD 8 INTERNAL AUDIT ACTIVITY REPORT**

The Committee received a report on the activity of the Internal Audit service.

RESOLVED that the Committee reviewed the outcomes of the work of the Internal Audit service for the period September to November 2020.

39. **RISK MANAGEMENT PROGRESS REPORT**

The Committee received a report which set out revisions to the Council's strategic risk register.

RESOLVED that:

- A** The Committee noted Senior Management Board revisions to Strategic Risks and risk scores as at 30 September 2020 as set out in Appendix 1 to the report.
- B** The Committee noted variations between residual risk scores and agreed risk appetite threshold levels together with current and future risk controls.

40. **REFERENCES FROM OTHER COMMITTEES**

None.

41. **MATTERS OF URGENT BUSINESS**

None.

CHAIR OF THE COMMITTEE