



MINUTES

Audit and Standards Committee

Date:	Thursday, 20 September 2018.
Venue:	Town Hall, St Annes.
Committee Members Present:	Councillor John Singleton JP (Chairman) Councillors Delma Collins, Peter Collins, Graeme Neale, Louis Rigby, Roger Small, Viv Wilder.
Officers Present:	Paul O'Donoghue, Dawn Highton and Tara Walsh.

1. Declarations of Interest

Members were reminded that any disclosable pecuniary interests should be declared as required by the Localism Act 2011 and any personal or prejudicial interests should be declared as required by the Council's Code of Conduct for Members. No interests were declared on this occasion.

2. Confirmation of Minutes

RESOLVED: To approve the minutes of the Audit and Standards Committee held on 24 May 2018 as a correct record for signature by the Chairman.

3. Substitute Members

The following substitution was reported under Council procedure rule 22 (c):

Councillor Viv Willder for Councillor David Donaldson.

Audit Decision Items

4. Internal Audit Six Month Plan Oct 2018 – March 2019

Members were introduced to the new Shared Head of Internal Audit Officer, Dawn Highton, who will be responsible for reporting on most of the Council's internal audit activity in the future.

The Chairman proceeded to invite Ms Highton to present the report. In doing so, she explained that the Audit Plan which had been included as appendix 1 in the report, covered the six month period from October 2018 to March 2019. Ms Highton explained that a 12 month audit plan would typically be produced for the full financial year however, due to the departure of the previous Head of Internal Audit this process had not been undertaken.

She then explained the procedure for developing the 2018/19 Internal Audit Plan and how planned audit work was evaluated for risk. Members were also informed that the Audit Plan is based on a resource requirement of 180 audit days.

Ms Highton suggested that a progress report will be presented to the committee in January 2019 in relation to the reviews completed in the 2017/18 Internal Audit Plan.

Minutes – Audit and Standards Committee – 20 September 2018

On conclusion of this item, members sought confirmation on the identity of the external providers due to complete the ICT audit review, as referred to in the report. In response, Ms Highton advised that it is the individual Councils decision to agree which auditors should be used for this review. Furthermore, she explained that Lancashire County Council (LCC) would typically complete the ICT audit review for Fylde Council however, since the departure of their IT audit officer, LCC have contracted Mersey Internal Audit to complete their review.

In addition to the above, the Chairman noted that the report suggests an update on the actions included in the 2017/18 audit plan would be provided at a future committee meeting, and he went on to ask for confirmation of this. In response, Ms Highton confirmed that it is her intention to provide committee with an overview on the progress of the each action at the January Committee meeting.

It was RESOLVED to approve the Internal Audit Six Month Plan for October 2018 – March 2019

5. Corporate Governance Action Plan

Paul O'Donoghue (Chief Financial Officer) presented the Corporate Governance Action Plan. He began by reminding members that the 2018/19 Annual Governance Statement had previously been approved by the committee on 24 May 2018. Mr O'Donoghue informed members that an Action Plan had been included in the Statement and that 3 areas of the plan required completion. An update of these areas had been included on page 8 of the report and a brief overview of the work involved was provided at the meeting.

It was RESOLVED to note the action plan and note that an update report will be brought to a future meeting of the committee.

Audit Information Items

6. Annual Audit Letter 2017/18

The committee noted the contents of the Annual Audit Letter for the financial year 2017/18. Mr O'Donoghue provided a brief overview on the risk associated with pensions liabilities, as referred to in the report.

Fylde Borough Council copyright [2018]

You may re-use this document/publication (not including logos) free of charge in any format or medium. You must re-use it accurately and not in a misleading context.

The material must be acknowledged as Fylde Borough Council copyright and you must give the title of the source document/publication.

Where we have identified any third party copyright material you will need to obtain permission from the copyright holders concerned.

This document/publication was also available on our website at www.fylde.gov.uk
any enquiries regarding this document/publication should be sent to the Town Hall, St Annes Road West, St Annes FY8 1LW, or to listening@fylde.gov.uk.