



Minutes

Audit Committee

Date:	Thursday, 30 January 2014
Venue:	Town Hall, St Annes
Committee members:	Councillor John Singleton JP (Chairman) Councillors Ben Aitken, Christine Akeroyd, Leonard Davies, Howard Henshaw ADK (Malaysia), Linda Nulty, Louis Rigby
Officers:	Paul O'Donoghue, Saville Sykes, Andrew Wilsdon, Katharine McDonnell
Other attendees:	Tim Cutler (KPMG)

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. There were none on this occasion.

2. Confirmation of minutes

RESOLVED: To approve the minutes of the Audit Committee meeting held on 14 November 2013 as a correct record for signature by the Chairman.

3. Substitute members

There were no substitutions.

4. External Audit Plan 2013/2014

Tim Cutler, representing KPMG, presented the Audit Plan for the 2013/2014 financial year. He informed members that the Audit Commission had not changed the remit for external auditors, so the report covered the approach to financial statements and value for money, as it had done in previous years.

It was RESOLVED that the KPMG Audit Plan for 2013-14 which is in line with previous years, be noted.

5. KPMG Certification of Claims and Returns – Annual Report 2012/2013

Tim Cutler, representing KPMG, presented the report which summarised the key outcomes from the certification work on the Council's 2012/2013 Claims and Returns. He advised there was no issues or errors with the claims, which were verified without amendment. He drew members' attention to the overall fee which was lower than previously advised and he confirmed that this would be £14,743 for 2012/2013, a reduction of £2,992 on the previous year. He also informed the Committee that the fees had now been confirmed by the Audit Commission and were therefore now final fees rather than draft fees as indicated in the agenda papers.

It was RESOLVED to note the KPMG annual report on the Certification of Claims and Returns for 2012/2013.

6. Internal Audit Interim Report 2013/2014

Savile Sykes, Head of Internal Audit, presented a report which summarised the work undertaken by internal audit from April to December 2013 and performance information for the same period. In taking the committee through the various sections of the report, with regard to the assurance levels in table 2, he emphasised that the average assurance score for reviews undertaken to date was 3.7 which equated to substantial assurance, whilst the main financial systems reviewed to date had a better average score of 4.7 which equated to full assurance.

He referred to the Agreed Recommendation Implemented set out in Table 4 and advised the committee of completion dates for the recommendations not yet completed.

Following a discussion, it was RESOLVED to note the Internal Audit Interim Report 2013/2014.

7. Strategic Risk 2013/2014

Andrew Wilsdon, Risk and Emergency Planning Officer, presented a report which summarised the work undertaken in completing the Strategic Risk Actions contained in the 2013/2014 Risk Register.

He advised that there were 46 individual actions contained within the Risk Register, 37 had been due for completion by 31 December 2013, 25 had been fully completed, 5 were currently in progress and 7 had not been started. Andrew provided detail regarding the 7 delayed actions explaining that the majority were matters beyond the Council's control.

In response to questions regarding the recent adverse weather conditions, Mr Wilsdon provided information to members regarding the partnership working undertaken between the Council, Environment Agency, the Met Office, neighbouring coastal authorities and Lancashire Resilience Forum. He also provided information regarding the Council's emergency plan and the wider Lancashire Emergency Plan, for dealing with flooding.

After discussion, it was RESOLVED that, the Strategic Risk Actions for 2013/2014 be noted and that the actions be further reviewed at the June meeting.

8. Regulation of Investigatory Powers Act 2000: Authorisations

Saville Sykes, Head of Internal Audit, presented a report on the Regulation of Investigatory Powers Act 2000: Authorisations. He advised the committee that information regarding the use of covert surveillance and covert human intelligence sources by the Council had to be brought before councillors at least quarterly. In the quarters to September and December 2013, there were no authorised operations.

It was RESOLVED that the Committee note the information in the report.

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