

Minutes

AUDIT AND STANDARDS COMMITTEE

Date:	Thursday, 16 March 2017
Venue:	Reception Room, Town Hall, St Annes.
Committee Members:	Councillor John Singleton (Chairman) Councillor David Donaldson (Vice-Chairman) Councillors Delma Collins, Peter Collins, Paul Hayhurst, Edward Nash, Roger Small, Viv Willder.
Officers Present:	Tracy Morrison, Paul O'Donoghue, Savile Sykes, Dean Francis, Tara Walsh
Other Attendees	Amanda Latham (KPMG Representative)

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 no declarations of interest.

2. Confirmation of minutes

RESOLVED: To approve the minutes of the Audit and Standards Committee meeting held on 19 January 2017 as a correct record for signature by the Chairman.

3. Substitute member

The following substitution was reported under Council procedure rule 24(c):

Councillor Viv Willder for Councillor Graeme Neale.

Standards Information Item

4. Issues Raised with the Monitoring Officer

This information item detailed the Monitoring Officer's periodic report regarding standards issues raised (in relation to both parish and borough matters) since the previous report in November 2016.

Audit Decision Items

5. KPMG AUDIT PLAN 2016/17

Amanda Latham (KPMG) presented the Audit Plan for 2016/17. She provided the committee with a summary of the report including the key aspects of the Audit Plan and the planned approach to the financial statement audit, and the work regarding value for money.

Ms Latham went on to advise the committee that KPMG had repeated their Declaration of Independence, as required by the auditing standard.

Questions were asked by the committee regarding the proposed audit work relating to the Local Government Pension Scheme and in particular made reference to the data provided to the actuary by Lancashire County Council. Ms Latham advised the committee that Grant Thornton, as auditors for the Pension Fund, provided data on the authority's behalf and such data would be checked for completeness and accuracy. She further advised that any duplication with work carried out by Grant Thornton would be kept to a minimum.

A question was asked about whether members could suggest potential areas for external audit review. Ms Latham responded positively and the Chairman advised that he will pass on any suggestions from members in regards to potential risks, which can then be considered by the external auditors.

It was therefore RESOLVED to note and accept the KPMG External Audit Plan for 2016/17.

(At the conclusion of this item Councillor Roger Small left the meeting)

6. Corporate Governance Update

Tracy Morrison, Director of Resources, provided an update on the three issues arising from the 2015/16 Annual Governance Statement. She explained that the three actions related to partnerships, the relaunch of the corporate project management methodology and the addition of procurement information to the online contracts register.

Ms Morrison explained that two of the actions had been completed however due to a delay in recruiting a suitable officer, the third action relating to procurement information has not been completed. She went on to advise that as an officer has now been appointed the relevant work should be completed by the end of May. In view of this she proposed to provide a further update on this matter to the committee at its meeting on 15 June 2017. Commentary of all the actions was contained within the covering report.

Following a brief discussion it was RESOLVED to note the report and seek an update with respect to procurement information being incorporated into the contracts register at the June meeting of the committee.

Audit Information Items

7. Internal Audit Plan 2017-18

The committee received information regarding the planned audits for 2017/18. Savile Sykes, Head of Internal Audit, highlighted how the audit plan was developed and how planned audit work was evaluated for risk.

Mr Sykes explained that this is an indicative work plan and can change throughout the year. He advised that any suggestions from members for topics to be included on future plans would be welcomed.

It was noted that the Chairman had previously asked for a review of the community projects fund to be included and Mr Sykes advised that the plan would be amended to accommodate this.

8. Public Sector Internal Audit Standards - External Assessment

This information item detailed feedback gathered from an external assessment of Fylde's internal audit service carried out in November 2016. The review concluded that the service conformed to the requirements of the Public Sector Internal Audit Standards.

It was noted that the report also included several positive observations, together with a number of minor observations and advisory points on how the internal audit service might continue to improve. As indicated in the information item these will constitute the Quality Assurance and Improvement Programme for 2017/2018. Progress on these points will be reported to the Audit and Standards Committee on an annual basis.

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