



MINUTES

Audit and Standards Committee

Date:	Thursday, 21 September 2017
Venue:	Town Hall, St Annes
Committee Members Present:	Councillor John Singleton JP (Chairman) Councillors Delma Collins, Barbara Nash, Edward Nash, Roger Small
Officers Present:	Paul O'Donoghue, Tracy Morrison, Savile Sykes, Dean Francis, 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 20 July 2017 as a correct record for signature by the Chairman.

3. Substitute Members

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

Councillor Barbara Nash for Councillor David Donaldson

Standards – Information Items

4. Issues Raised with the Monitoring Officer

The Committee received the Monitoring Officer's periodic report regarding standards issues raised since the previous report in June 2017. Members were advised that 3 Borough matters had been brought to the attention of the Monitoring Officer. These were further outlined at the meeting.

Decision Items

5. Code of Corporate Governance

The Chairman invited Tracy Morrison, Director of Resources, to present the report. In doing so, she advised that since the adoption of the Code of Corporate Governance in 2016, various changes to national guidance had made it necessary to revisit and review the existing code. As a result, the Code had been updated by key officers to reflect relevant and appropriate changes.

A copy of the proposed revised Code of Corporate Governance was included as an appendix to the report.

It was RESOLVED to adopt the updated Code of Corporate Governance (as circulated) in place of the existing code.

6. Review of the Effectiveness of Internal Audit

The Committee considered the findings of the annual self-assessment exercise undertaken by the Head of Internal Audit, in relation to the conformance of internal audit with the Public Sector Internal Audit Standards (PSIAS). Mr Sykes presented his report and advised members that the self-assessment compared existing arrangements with those specified in the PSIAS.

Mr Sykes drew members' attention to Appendix B of the report, which referred to three areas of non-conformance or partial conformance, and explained that no further action was available or required. It was concluded from the self-assessment that the internal audit service remains compliant with the PSIAS.

Following questions, the Committee went on to thank Mr. Sykes and his team for providing a detailed review on the effectiveness of internal audit.

Included as appendices to the report were the PSIAS Checklist, the Annual Self-Assessment of Conformance 2017 together with the Quality and Improvement Programme - Action Plan 2017.

It was RESOLVED to note:

1. The findings of the review on the effectiveness of internal audit and confirm the conclusion that there is full compliance with the Public Sector Internal Audit Standards.
2. The progress in implementing enhancements to internal audit arrangements outlined in the Improvement Plan adopted following the external assessment of internal audit in December 2016.

Information Items

7. Follow Up- Implementation of Actions

This Information report provided members with an update on the current position on the implementation of agreed actions arising from the past audit reviews and indicated the agreed position going forward.

8. Counter Fraud Policies Review

This information report provided members with an overview on the various counter fraud policies that had been reviewed and updated where necessary to ensure compliance with legislation and current practice.

The Chairman took the opportunity to express his thanks and appreciation to the key officers for their work in reviewing each policy.

9. Regulation of Investigatory Powers Act 2000: Authorisations

In line with the requirements to report on a quarterly basis regarding the use of covert surveillance and covert human intelligence sources, the information report advised that in the quarter to September 2017, there had been no authorised operations.

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