



MINUTES OF MEETING

AUDIT COMMITTEE MEETING

MONDAY, 18TH JULY, 2016

PRESENT: Councillor Richard Thomas (In the Chair)

Councillors: T Chaplin, C T Jones, G Lewis, T Lewis, K Moran and Raymond Thomas

Councillor P Williams - Cabinet

Officers:

Steve Jones (Head of Finance), Mark Thomas (Head of Corporate Services), Adele Lewis (Chief Accountant) and Louise Ballinger (Senior Auditor)

Outside Bodies:

Helen Goddard and Jeannette Sweet – Wales Audit Office

Mair Morgan (Democratic Services Officer)

ITEM NO.	AGENDA MATTER	DECISION
204	Apologies for absence	Apologies for absence were received from Councillor H Barrett, Councillor M Davies, Councillor B E Mansbridge and Mr D Gibby Co-opted Member.
205	Declarations of Interest	No Declarations of Interest were made.
206	Audit Enquiries to those charged with Governance and Management	<p>The Chair welcomed Councillor P Williams, Steve Jones, Adele Lewis together with Helen Goddard and Jeannette Sweet of the Wales Audit Office to the Meeting.</p> <p>Steve Jones referred to the 'Audit Enquiries to those charged with Governance and Management' report.</p> <p>Resolved that:</p>

		<p>The Council's response to the Wales Audit Office's request for information in respect of Management and Governance as set out in Appendix 1 of the report be noted.</p>
207	Statement of Accounts for 2015-2016	<p>Steve Jones referred the Committee to the 'Statement of Accounts 2015 -16' report together with the 'Statement of Accounts for Year ended 31 March 2016 – Provisional – Subject to Audit' Document.</p> <p>Steve Jones also advised the Committee of an error in the Statement of Accounts Document and outlined the correction as follows:</p> <p>Disclosure of Remuneration for Senior Employees – Corporate Director Places and Transformation</p> <p>Salary - £90,246, Total Remuneration Excluding Pension Contributions 2015/16 - £91,120, Total Remuneration Including Pension Contributions 2015/16 - £113,591</p> <p>Resolved that</p> <p>The correction be noted.</p> <p>The following questions were then raised by the Committee and were responded to in detail by Councillor Williams and the Officers:</p> <ul style="list-style-type: none"> • Paragraph 8.1 – Table 1 – Collection Fund Surplus – Explanation of the - figure requested • Are the Officers able to identify which Regeneration Projects are overspent and what was the reason for the overspend • Taff Bargoed -Explanation requested with regard to adjudication • Trelewis Town Centre Scheme – Request made for breakdown of figures <p>The Committee then agreed that a report on this matter be considered at the next Audit Committee Meeting.</p> <ul style="list-style-type: none"> • Table 1 – Summary Revenue Outturn 2015/16 – Can the savings continue <p>The Chair then suggested that it would be helpful for Service Leads to attend an Audit Committee Meeting to discuss Service Delivery.</p> <p>The Committee then agreed that Service Leads be invited to address the Committee.</p> <ul style="list-style-type: none"> • Paragraph 8.3 – Financial Position – Reserves – Limit of what the percentage should be • Are all the savings in the Neighbourhood Services Section

		<p>Further Resolved subject to the foregoing that:</p> <p>The provisional Statement of Accounts 2015/16 be noted.</p>
208	Draft Annual Governance Statement for Financial Year 2015/16	<p>The Chair welcomed Mark Thomas and Louise Ballinger to the Meeting.</p> <p>Louise Ballinger referred the Committee to the 'Draft Annual Governance Statement for Financial Year 2015/16' report.</p> <p>The following questions were then raised by the Committee and were responded to in detail by Councillor Williams and the Officers:</p> <ul style="list-style-type: none"> • Paragraph (k) – Are the Officers confident with the mechanisms of the Policy • Paragraph (m) – Community Magazine – How many issues per annum <p>Resolved that:</p> <p>The Annual Governance Statement 2015/16 be noted.</p>
209	Annual Internal Audit Report for Financial Year 2015/2016	<p>Louise Ballinger referred the Committee to the 'Annual Internal Audit Report for Financial Year 2015/2016' report.</p> <p>The following questions were then raised by the Committee and were responded to in detail by Councillor Williams and the Officers:</p> <p>Paragraph 2.8 – Appendix 1 – What work is being done in relation to areas that were assessed as unsatisfactory</p> <p>Purchasing Card System – Is this a saving for the Council</p> <p>Councillor Williams then recommended that the Committee see copies of unsatisfactory reports.</p> <ul style="list-style-type: none"> • Calculation of Overall Audit Opinion 2015/16 – Have all the recommendations been carried out. <p>Mark Thomas advised that an action plan would be brought to Committee in relation to Housing Benefit</p> <ul style="list-style-type: none"> • Paragraph 2.8 – Appendix 1 – Action Plans – Have they addressed the problems that have been identified – Are the action plans working <p>The Chair then recommended that the three reports referred to in Paragraph 2.8 be considered at the next Audit Meeting.</p> <ul style="list-style-type: none"> • Calculation of Overall Audit Opinion 2015/16 – Why was the overall opinion C <p>Resolved that:</p>

		<p>(a) The contents of the Annual Internal Audit Report, in particular, the overall satisfactory opinion on the standard of the Internal Control Environment, Risk Management arrangements and Governance arrangements be endorsed</p> <p>(b) The efforts of all staff involved in maintaining this standard for 2015/2016 be noted</p>
210	Internal Audit Strategy and Plan for 2016/2017	<p>Louise Ballinger referred the Committee to the 'Internal Audit Strategy and Plan 2016/2017' report.</p> <p>Resolved that:</p> <p>(a) The interim Internal Audit Strategy and Plan be approved</p> <p>(b) An updated Internal Audit Plan be presented to Audit Committee at a future Meeting once the recruitment activity to the vacant posts within the Internal Audit Service has been completed</p>
211	Update on Internal Audit recruitment to vacant posts	<p>Mark Thomas referred the Committee to the 'Update on Internal Audit Recruitment to Vacant Posts' report.</p> <p>Resolved that:</p> <p>(a) The contents of the report and recruitment activity to date be noted</p> <p>(b) An update report be brought to Audit Committee once recruitment activity has been completed</p>
212	Any other business deemed urgent by the Chair	<p>The Chair advised that a Special Audit Committee Meeting had been convened for Thursday 22 September 2016 commencing at 10.30 am.</p>