
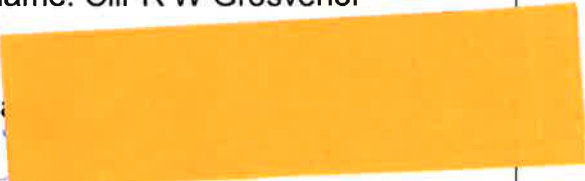


Please leave blank for  
completion by DS  
officers

### EXECUTIVE DECISION RECORD

<b>A1</b> Service Area	Finance
<b>A2</b> Title	Internal Audit Contract Extension
<b>A3</b> Decision Taken By	Leader
<b>A4</b> Chief Officer	Please print name: Sal Khan  Please sign 
<b>A5</b> Leader / Deputy Leader	Please print name: Cllr R W Grosvenor  Please sign 
<b>A6</b> Date of Decision	[ 15 <sup>th</sup> NOV 2018 ]

### Confidentiality

<b>A7</b> Is this Decision confidential by containing exempt information as described in Schedule 12A of the Local Government Act 1972?	No
<b>A7.1</b> If yes, please state relevant paragraph from Schedule 12A LGA 1972.	N/A

### Scrutiny

<b>A8</b> Which Scrutiny Committee should this decision be submitted to?	(Please tick as appropriate) ✓
Scrutiny (Audit & Value for Money Council Services) Committee	<input checked="" type="checkbox"/>
Scrutiny (Economic Growth, Communities and Health) Committee	<input type="checkbox"/>


<b>B1</b> What is the Decision?	Internal Audit Contract Extension
<b>B2</b> What are the reasons for the Decision?	To take up the option to extend the existing contract for the provision of Internal Audit Services with CW Audit Services for a period of 12 months to 31 <sup>st</sup> March 2020.  To reduce the number of audit days by 10% from 288 to 259, reflecting the strong and robust internal control environment and a reduction in the size of the Council.
<b>B3</b> What are the contributions to Corporate Priorities?	The internal audit function supports the wider governance arrangements within the authority and underpins all corporate priorities.
<b>B4</b> What are the Human Rights considerations?	There are no Human Rights issues arising from this decision.

### Financial Implications

<b>B5</b> What are the financial implications?	The main financial issues arising from this decision are as follows:
--	--

Revenue	2018/19	2019/20	2020/21
Saving against existing budget	-	6,850	6,850

Capital	2018/19	2019/20	2020/21
N/A			

The finance section has been approved by the following member of the Financial Management Unit:	Please print name: Lisa Turner  Please sign 
---	--

### Policy Framework

<b>B6</b> Is the Decision wholly in accordance with the Council's policy framework?	Yes
<b>B6.1</b> If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	NA

<b>B6.2</b> Has it got the appropriate approvals under those provisions?	NA
<b>B7</b> Is the Decision wholly in accordance with the Council's budget?	Yes
<b>B7.1</b> If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	NA
<b>B7.2</b> Has it got the appropriate approvals under those provisions?	NA

### Equalities Implications

<b>B8</b> What are the Equalities implications:
<b>B8.1</b> Positive (Opportunities/Benefits):
<b>B8.2</b> Negative (Threats):
<b>B8.3</b> The subject of this decision is not a policy, strategy, function or service that is new or being revised. An equality impact assessment is not required.

### Risk Assessment

<b>B9</b> What are the Risk Assessment implications:
<b>B9.1</b> Positive (Opportunities/Benefits): The maintenance of a proportionate and effective internal audit function to support robust internal control environment within the authority.
<b>B9.2</b> Negative (Threats): Failure to provide a suitable internal audit function is contrary to the Accounts and Audit Regulations 2015.
<b>B9.3</b> The risks do not need to be entered in the Risk Register.

### Legal Considerations

<b>B10</b> What are the Legal Considerations:
<b>B10.1</b> The main legal issues arising from this decision are as follows:  This decision supports the requirement set out within the Accounts and Audit Regulations, in relation to internal audit.

This section has been approved by the following member of the Legal Team:

Please print name: Angela Wakefield

Please sign name:



### Sustainability Implications

<b>B11</b> What are the Sustainability implications:
<b>B11.1</b> The proposal would not result in an overall positive effect in terms of sustainability (including climate change and change adaptation measures).

### Health & Safety Implications

<b>B12</b> What are the Health & Safety implications:
<b>B12.1</b> Risk Assessment has not been carried out and entered into Harriet for all significant hazards and risks because there are no significant hazards or risks arising from this decision

### Key Decision

<b>B13</b> Is this a Key Decision?	No
<b>Note: A Key Executive Decision is one where:</b>	
<ol style="list-style-type: none"> <li>1. <b>REVENUE – Any contract or proposal with an annual payment or saving of more than £100,000</b></li> <li>2. <b>CAPITAL – Any capital project with a value in excess of £150,000</b></li> <li>3. <b>A decision which significantly affects communities living or working in an area comprising two or more wards.</b></li> </ol>	
<b>B13.1</b> If this is a Key Decision, is this an urgent decision such that a delay caused by use of the Call-in Procedure would <u>seriously</u> prejudice the public interest?	NA
<b>B13.2</b> If yes, has the Mayor or in his/her absence the Deputy Mayor or in his/her absence the Chair of the relevant Scrutiny Committee agreed that the decision will be exempt from Call-in?	NA

**NOTE: If this decision is subject to the Call-in Procedure it will come into force, and may then be implemented, on the expiry of 3 working days after publication – unless 10 Members of the Council call in the decision.**

Please send the original signed document to [andrea.davies@eaststaffsbc.gov.uk](mailto:andrea.davies@eaststaffsbc.gov.uk)