

EAST STAFFORDSHIRE BOROUGH COUNCIL

SCRUTINY (AUDIT AND VALUE FOR MONEY COUNCIL SERVICES) COMMITTEE

Minutes of the Meeting of the Scrutiny (Audit and Value for Money Council Services) Committee held in the Coltman VC Room, Town Hall, Burton upon Trent on 25th March 2019.

Present:

Councillors D. Goodfellow (Chairman), S. Andjelkovic, M. J. Bowering, A. A. Chaudhry, M. Fitzpatrick, D. Florence-Jukes, H. Hall, P. Hudson (for Minute No. 195/19 to 208/19), Mrs J. Killoran and L. Milner (for Minute No. 197/19 to 208/19).

Officers Present:

Head of Service (Sal Khan), the Chief Accountant, the Corporate and Commercial Manager and the Senior Democratic Services Officer.

Apologies for absence were received from Councillors G. Allen, D. F. Fletcher, S. Gaskin, G. Marjoram, C. Smith and Mrs B. Toon.

Also Present:

Mr T. Ridout (Internal Audit – CW Audit), Mr D. Rowley (Grant Thornton) and Mr R. Elliott (Independent Member).

193/19 **DECLARATIONS OF INTEREST**

There were no declarations of interest at the commencement of the meeting.

194/19 **MINUTES**

Resolved:

That the Public Minutes of the meeting of the Scrutiny (Audit and Value for Money Council Services) Committee held on 13th February 2019 be approved and signed as a correct record.

195/19 **URGENT BUSINESS**

In accordance with Rule 12, the Chairman indicated that he had received a motion on notice in respect of the following:

- **INFORMING THE AUDIT RISK ASSESSMENT**

The Chairman had decided that the business was urgent. A copy of the report had been circulated at the meeting.

196/19 **INFORMING THE AUDIT RISK ASSESSMENT**

(Grant Thornton) The representative from Grant Thornton gave an overview regarding the effective two-way communication between auditors and the Council's Audit Committee, as 'those charged with governance'. The report circulated prior to the

meeting covered some important areas of the auditor risk assessment where they were required to make inquiries of the Audit Committee under auditing standards.

An opportunity for questions followed.

NOTED

197/19 **PROGRESS REPORT**

(CW Audit) The Internal Auditor gave a report summarising the work of internal audit, outlining the progress against the audit plan, the key findings and conclusions arising from their work, details of planned work and to update the Committee on the progress made in implementing previously agreed recommendations.

An opportunity for questions followed.

NOTED

198/19 **INTERNAL AUDIT PLAN**

(CW Audit) The Internal Auditor gave a short presentation setting out the proposed plan of internal audit coverage for the period April 2018 to March 2019. The aim of the plan was to deliver a risk focussed audit programme, be proactive and forward looking, to add value and to provide assurance to management and the Audit Committee.

An opportunity for questions followed.

Resolved:

Members agreed to accept the plan.

199/19 **REVENUE AND CAPITAL OUTTURN REPORT 2018/2019 – QUARTER 3**

Members considered the report of the Chief Finance Officer in accord with the Council's financial regulations, presenting the forecast outturn position in relation to the Council's revenue budget, capital programme of expenditure and treasury management activities.

The Chief Accountant gave a short presentation on the third quarterly report in the annual cycle of financial monitoring for the financial year 2018/2019.

An opportunity for questions followed.

NOTED

200/19 **PERFORMANCE REPORT – QUARTER 3**

The Report of Sal Khan, Head of Service, regarding the Quarter 3 Performance was considered. The Corporate and Commercial Manager provided an overview of the report to the committee.

An opportunity for questions followed.

NOTED

201/19 **REVIEW OF REPRESENTATIONS ON OUTSIDE BODIES UPDATE**

The Corporate and Commercial Manager updated Members on the review of representations on outside bodies and requested that Members consider the recommendations outlined in the presentation.

An opportunity for questions followed.

Discussions took place.

Members agreed that a flexible approach to attending the outside bodies meeting be adopted and decide which organisations would benefit from Members attendance.

The Chairman requested that due to the end of the Council's municipal year that two or three Members be elected to form a sub-group to finalise the report electronically.

Resolved:

1. That the Corporate and Commercial Manager wrote to all outside organisations to seek their views on Member attendance.
2. That the Chairman, Councillors D. Florence-Jukes and H. Hall all agreed to form the sub-group to sign off the final report electronically.

202/19 **SCRUTINY WORK PROGRAMME**

The Corporate and Commercial Manager circulated a report on the scrutiny work undertaken over the last three years outlining the recommendations of each review and the response from Cabinet.

NOTED

203/19 **PUBLIC EXECUTIVE DECISION RECORDS**

Members considered the Private Executive Decision Records.

An opportunity for questions followed.

NOTED

204/19 **QUESTIONS**

There were no questions submitted to the Committee prior to the meeting.

205/19 **DATE AND VENUE OF NEXT MEETING**

Resolved:

That the next meeting take place on Thursday 20th June 2019 at 6.30pm in the Coltman VC Room, Town Hall, Burton upon Trent.

206/19 **EXCLUSION OF THE PRESS AND PUBLIC**

Resolved:

That, in accordance with Section 100(A) (4) of the Local Government Act, 1972, the Press and Public be excluded from the Meeting during discussion of the following items as it would likely, in view of the nature of the business to be transacted or the nature of the proceedings that there would be disclosed exempt information as defined in the paragraph of Part 1 of Schedule 12A of the Act indicated in brackets before each item number on the Agenda:

PRIVATE MINUTES

LEISURE SERVICES TRANSFER MANAGEMENT TO SLM

PRIVATE EXECUTIVE DECISION RECORDS

Chairman