

## **AUDIT COMMITTEE**

Minutes of a meeting of the Audit Committee at Bolsover District Council held in Chamber Suite 3, The Arc, Clowne on Monday 13<sup>th</sup> April 2015 at 1400 hours.

### **PRESENT:-**

Mr. J. Yates (Co-opted Member) in the Chair

### **Councillors:-**

J.A. Clifton, S.W. Fritchley, K. Reid and A.F. Tomlinson.

### **Officers:-**

B. Mason (Executive Director – Operations), J. Williams (Interim Head of Internal Audit) and A. Brownsword (Governance Officer).

### **0998. APOLOGIES**

Apologies for absence were received from S. Sunderland (Audit Team Lead, KPMG) and K. Meats (Audit Manager, KPMG).

### **0999. URGENT ITEMS OF BUSINESS**

There were no urgent items of business.

### **1000. DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

### **1001. MINUTES – 16<sup>TH</sup> FEBRUARY 2015**

Moved by Councillor S.W. Fritchley and seconded by Councillor A.F. Tomlinson

**RESOLVED** that the minutes of an Audit Committee held on 16<sup>th</sup> February 2015 be approved as a true and correct record.

### **1002. REPORT OF THE INTERNAL AUDIT CONSORTIUM INTERNAL AUDIT PLAN 2015/2016**

The Interim Head of Internal Audit presented the report which gave Members details of the proposed Internal Audit Plan 2015/2016. It was noted that the Council ran a

## AUDIT COMMITTEE

risk based programme of audits based on an assessment as to whether audit areas were high, medium or low risks.

Service areas that were high risk e.g. Benefits were audited more regularly than medium or low risk service areas.

Moved by Councillor J.A. Clifton and seconded by Councillor A.F. Tomlinson.

**RESOLVED** that the Internal Audit Plan for 2015/2016 be approved.

(Interim Head of Internal Audit)

### **1003. REPORT OF THE INTERNAL AUDIT CONSORTIUM SUMMARY OF PROGRESS ON THE 2014/2015 INTERNAL AUDIT PLAN**

The Interim Head of Internal Audit presented the report which gave details of progress made against the 2014/2015 Internal Audit Plan. It was noted that nine reports had been published, of which seven were good and two satisfactory. There were no issues arising related to fraud as a result of the Internal Audit work. Five audits were currently in progress.

Moved by Councillor K. Reid and seconded by Councillor S.W. Fritchley

**RESOLVED** that the report be noted.

### **1004. REPORT OF THE EXECUTIVE DIRECTOR – OPERATIONS KEY ISSUES OF FINANCIAL GOVERNANCE**

The Executive Director – Operations submitted a report which updated Members concerning the main issues of financial governance. The key issues included:

1. Take effective steps to balance the Council's budget over the period of the Medium Term Financial Plan

It was noted that the Council would have a balanced budget for 2014/15, however savings of £350,000 needed to be made for 2015/16 and the figure would be higher for 2016/17 and 2016/17. While it seemed clear that further reductions in government funding would occur the severity of these would not be known until after the election.

2. To secure further improvements in financial reporting with respect to the Council's published accounts and in the Council's financial management arrangements

## AUDIT COMMITTEE

An update would be reported to Audit Committee in September following the conclusion of the 2014/15 year end closedown; however, there was no reason to expect a deterioration in performance.

3. To improve the Council's Internal Control arrangements and to strengthen the culture of effective management and budgetary control across the Authority

The Executive Director – Operations noted that there were still some areas below standard, but that overall improvements were being seen. Policies including fraud and whistle blowing would be refreshed and publicised in the new municipal year.

4. To ensure that issues around the Council's contractual arrangements are resolved and that good quality arrangements remain in place

The Executive Director – Operations noted that good progress was being made and in particular a number of major housing contracts had been retendered over recent months.

Members noted that the Council would need to take action in the future to secure a balanced budget and the Executive Director – Operations noted that the Council needed to minimise its levels of expenditure and look to secure natural wastage to make it easier to secure the necessary level of financial savings. The need for the Council to secure additional income through growth was also discussed.

A discussion took place regarding the current situation with regard to the possible development of garage sites within the District.

Members asked what progress had been made with regard to the Countywide Audit and the Executive Director – Operations reported that presentations were to be made by all three Consortiums, following which the opportunities for service resilience were being investigated.

Moved by Councillor S.W. Fritchley and seconded by Councillor A.F. Tomlinson  
**RESOLVED** that (1) the Strategic Issues of Financial Governance be noted,

(2) No issues of concern are raised.

(Executive Director – Operations)

## **AUDIT COMMITTEE**

The Chair thanked everyone for their attendance and in particular, Councillor Tomlinson for his help and support over the years.

Councillor Tomlinson thanked the Chair for his hard work and commitment to Audit Committee, and Standards Committee over previous years.

The meeting concluded at 1420 hours.