

AUDIT COMMITTEE

Minutes of a meeting of the Audit Committee of the Bolsover District Council held in Committee Room 1, The Arc, Clowne, on Tuesday 29th January 2019 at 1400 hours.

PRESENT:-

Members:-

Councillor K. Reid in the Chair

Councillors A.M. Syrett, D. McGregor (from Minute No 0638), B. Watson, D.S. Watson and R. Jaffray (Cooptee Member).

Officers:- D. Clarke (Joint Head of Finance & Resources and Section 151 Officer), J. Williams (Internal Audit Consortium Manager) and A. Bluff (Governance Officer).

Also in attendance at the meeting was Mark Sturridge (Mazars).

0634. APOLOGY

An apology for absence was received on behalf of Councillor T. Munro.

0635. URGENT ITEMS OF BUSINESS

There were no urgent items of business to consider.

0636. DECLARATIONS OF INTEREST

There were no declarations of interest made.

0637. MINUTES – 20TH NOVEMBER 2018

Moved by Councillor A.M. Syrett and seconded by Councillor K. Reid

RESOLVED that the Minutes of an Audit Committee held on 20th November 2018 be approved as a correct record.

Councillor D. McGregor entered the meeting at this point.

0638. REPORT OF THE COUNCIL'S EXTERNAL AUDITOR – MAZARS AUDIT COMMITTEE PROGRESS REPORT

Committee considered a progress report and technical update prepared by MAZARS, the Council's External Auditors.

The progress report included a summary of the audit outputs Mazars were required to share with the Council under auditing standards and other reporting responsibilities, together with an indicative timeline for the audit.

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The technical update provided summaries of recent technical and other sector publications from Mazars, the Chartered Institute of Public Finance and Accountancy (CIPFA) and the National Audit Officer (NAO), which were relevant to the Council's responsibilities.

Members noted that they were happy with the progress made by Mazars to date. The Joint Head of Finance and Resources advised the meeting that further work would be carried out over the forthcoming months.

Moved by Councillor D. McGregor and seconded by Councillor A.M. Syrett
RESOLVED that the report be noted.

0639 **REPORT OF THE INTERNAL AUDIT CONSORTIUM MANAGER** **(A) SUMMARY OF PROGRESS ON THE ANNUAL INTERNAL AUDIT PLAN** **2018/19**

Committee considered a report in relation to progress made by the Internal Audit Consortium in respect of the 2018/19 Internal Audit Plan.

The report included a summary of internal audit reports issued between 9th November 2018 and 18th January 2019. Seven reports had been issued; 5 with substantial assurance and 2 with reasonable assurance.

Committee was advised that the following audits were currently in progress;

- Housing Benefits
- Flytipping
- Expenses and Allowances
- Creditors
- Commercial Waste

Moved by Councillor D. McGregor and seconded by Councillor A.M. Syrett
RESOLVED that the report be noted.

0640. **REPORTS OF THE JOINT HEAD OF FINANCE AND RESOURCES** **(A) ACCOUNTING POLICIES 2018/19**

Committee considered a report which presented the proposed accounting policies to be applied in the preparation of the Statement of Accounts for 2018/19.

The Council was required to have appropriate Accounting Policies within its Statement of Accounts and officers had developed what they considered to be an appropriate set of policies based upon those adopted in previous financial years and taking account of changes as required by current legislation.

The report was largely a technical document but it was important that the consultation with Audit Members (as those charged with governance) had the opportunity to review and shape the document.

Members were requested to note that any proposed amendments or changes to the policies would be reported back to Audit Committee together with an explanation for the reason a

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change was considered appropriate and detailing any financial implications of the amendments.

Moved by Councillor D. McGregor and seconded by Councillor A.M. Syrett

RESOLVED that (1) the Accounting Policies detailed at Appendix 1 to the report be approved,

(2) any proposed amendments or changes to the policies be reported back to Audit Committee together with an explanation for the reason a change was considered to be appropriate and detailing any financial implications of the amendments.

(Joint Head of Finance and Resources and Section 151 Officer)

0641. (B) ROLE AND EFFECTIVENESS OF THE AUDIT COMMITTEE

Committee considered a report which informed Members of CIPFA'S new publication, "*Audit Committees Practical Guidance for Local Authorities and Police 2018 Edition*".

The new publication set out CIPFA's guidance on the function and operation of audit committees in local authorities and represented best practice for audit committees throughout the UK. The guidance replaced the previous 2013 guidance.

The publication also included a self-assessment of good practice and it was proposed that this be completed by the Committee, which would be reviewed and if necessary, an action plan produced and be presented to a future meeting of the Committee.

Where an Audit Committee had a high degree of performance against the good practice principles, then it was an indicator that the Committee was soundly based and had in place a knowledgeable membership. These were essential factors in developing an effective audit committee.

It was suggested that Members take away the self-assessment form to complete and return to the Chair within 10 working days of this meeting with a report to be presented to a future meeting of Audit Committee.

Moved by Councillor D. McGregor and seconded by Councillor A.M. Syrett

RESOLVED that (1) the new CIPFA guidance for Local Authority Audit Committees be noted,

(2) Audit Committee Members undertake the self-assessment and return to the Chair within 10 working days of this meeting,

(3) the completed self-assessment be reviewed and if necessary, an action plan be presented to a future meeting of the Audit Committee.

(Joint Head of Finance and Resources and Section 151 Officer)

The meeting concluded at 1415 hours.