

Minutes

Audit and Scrutiny Committee **Wednesday, 30th January, 2019**

Attendance

Cllr Russell (Chair)	Cllr Keeble
Cllr Mrs Hones (Vice-Chair)	Cllr Mrs Slade
Cllr Haigh	

Substitute Present

Cllr Cloke (substituting for Cllr Nolan)
Cllr Naylor (substituting for Cllr Chilvers)

Absent

Cllr Barrell
Cllr Middlehurst

Also Present

Neil Harris	Ernst & Young Associate Partner
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Officers Present

Zoey Foakes	-	Governance & Member Support Officer
Alistair Greer	-	Principal Accountant (Financial Reporting)
Steve Summers	-	Chief Operating Officer
Jacqueline Mellaerts	Van -	Chief Financial Officer

316. Apologies for Absence

Apologies were received from Cllr Nolan with Cllr Cloke substituting, and from Cllr Chilvers with Cllr Naylor substituting.

317. Minutes of the previous meeting

The minutes of the Audit and Scrutiny Committee meeting held on 17 October 2018 were approved as a true record.

318. External Audit Plan 2018-19

Mr Harris addressed the Committee regarding the Audit Plan and how Ernst & Young intended to carry out their responsibilities as the Council's External Auditor in auditing the final accounts for the financial year 2018/19.

The plan summarised their initial assessment of the key risks driving the development of an effective audit for the Council and outlined the planned audit strategy in response to those risks.

Cllr Haigh had queries regrading "outsourcing" services which Mrs Van Mellaerts explained that she would discuss and clarify outside of the meeting.

A motion was **MOVED** by Cllr Russell and **SECONDED** by Cllr Hones to move the recommendations in the report.

A vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY** that:

Members are requested to note the External Audit Plan 2018/19 as shown in Appendix A.

Reasons for Recommendation

The Audit Plan informed the statutory audit opinion and value for money conclusion.

319. Formal Complaints and Performance Indicators Working Group

The report referred to the report and recommendations of the Formal Complaints and Performance Indicators Working Group for consideration by the Audit & Scrutiny Committee.

A motion was **MOVED** by Cllr Russell and **SECONDED** by Cllr Hones to move the recommendations in the report.

A vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY** that:

To note the Formal Complaints and Performance Indicators Working Group report, as attached at Appendix A, and agree the recommendations contained within it.

Reasons for Recommendation

To ensure the Council provided modern and effective customer services.

320. Members Enquiry System

The report set out the initial review work with regard to the new Members Enquiry system.

6 members cross party were invited to give feedback on the new Member Enquiry System in order for officers to note the comments and explore any modifications that could be made.

Officers would report back to the next Audit and Scrutiny Committee meeting any further feedback and updates from the comments received, including actions to be taken.

A motion was **MOVED** by Cllr Russell and **SECONDED** by Cllr Hones to move the recommendations in the report.

A vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY** that:

- 1. The Committee note the comments received from Members to date. (Appendix A of the report).**
- 2. That Officers report back any actions at the next Committee meeting.**

Reasons for Recommendation

To ensure the Member Enquiry System was efficient and effective.

321. Scrutiny Work Programme 2018-19 Update

The report provided the 2018/19 draft scrutiny work programme for members consideration and was attached at Appendix A of the report.

Members were to note that the workplan was a timeline of the latest and proposed working position of the working groups and **not** the actual timeline of the subject matter or project being reviewed. These timelines were subject to change depending on the work and outcomes of the working groups.

The Committee was requested to consider the draft work programme at Appendix A and agree any amendments.

A motion was **MOVED** by Cllr Russell and **SECONDED** by Cllr Slade to move the recommendations in the report.

A vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY** that:

That the Committee considers the Scrutiny work programme 2018/19 attached at Appendix A and agree any amendments for approval.

Reasons for Recommendation

The Constitution required that the Audit & Scrutiny Committee agreed its Scrutiny work programme at each meeting of the Committee.

322. Urgent Business

There were no items of urgent business. The meeting concluded at 7:40pm.