

Southend-on-Sea Borough Council

Department of the Chief Executive

John Williams - Director of Democratic & Legal Services

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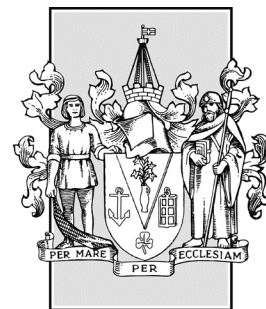
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Dear Councillor

AUDIT COMMITTEE - WEDNESDAY, 28TH JUNE, 2017

Please find enclosed, for consideration at the next meeting of the Audit Committee taking place on Wednesday, 28th June, 2017, the following minutes that were unavailable when the agenda was printed.

Agenda No Item

Minutes of the meeting held on Wednesday 29th March 2017 (Pages 1 - 4)

Yours faithfully

Robert Harris
Legal & Democratic Services
Southend Borough Council

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Distribution

1. Agenda and reports to all Members of the Audit Committee for attendance

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Audit Committee

Date: Wednesday, 29th March, 2017
Place: Committee Room 1 - Civic Suite

2a

Present: Councillor M Davidson (Chair)
Councillors D Garston (Vice-Chair), A Bright, J Moyies, C Nevin,
M Stafford, J Ware-Lane and B Arscott*

*Substitute in accordance with Council Procedure Rule 31.

In Attendance: Mr K Pandya, E Allen, D Bonner, J Chesterton, L Clampin (BDO),
N Corrigan, J Denham, L Everard, S Houlden, C Gamble, R
Merrington, D Helps and R Gill

Start/End Time: 6.30 - 8.30 pm

894 Apologies for Absence

Apologies for absence were received from Cllr Buckley (Substitute Cllr Arscott) and Cllr Ayling (no substitute).

895 Vice-Chairman

Cllr D Garston was appointed Vice-Chairman for the meeting.

896 Declarations of Interest

Councillor Arscott – Internal Audit Service Quarterly Performance Report – School Governor at Our Lady of Lourdes Catholic Primary School – Non-pecuniary interest.

897 Minutes of the Meeting held on 18 January 2017

Resolved:

That the minutes of the meeting held on 18th January 2017 be confirmed and signed as a correct record.

898 Liquid Logic

Further to the meeting of the Audit Committee on 18th January 2017, Members considered a report of the Director for Digital Futures outlining the nature and status of the project to fundamentally re-provide the Children & Adults Social Case Management systems. The Care First system would cease to be used in favour of the new Liquid Logic system.

The Committee asked a number of questions which were responded to by officers.

On consideration of the report, Members requested the Director of Digital Futures to write to members of the Committee to clarify the number of local authorities which had acquired the new Care system (both phase 1 and 2)

Resolved:-

That the contents of the report be noted, including that the project to replace the ageing social care case management would move forward on the basis of the amended 'go live' dates of October 2017 for Children's Services and January 2018 for Adults Services (phase 1).

899 Section 75 Partnership Agreement Integrated Equipment Service

Further to the meeting of the Audit Committee held on 18th January 2017, Members considered a report of the Deputy Chief Executive (People) on the progress of the Section 75 Agreement in relation to the Southend Integrated Equipment Service following the findings of the Internal Audit report.

The Committee asked a number of questions which were responded to by officers.

Resolved:-

That the actions taken to address the issues arising from the Internal Audit report on the Section 75 Partnership Agreement in relation to the Southend Integrated Equipment Service, be noted.

900 Internal Audit Services, Risk Management Audit Update

This item was deferred to the next meeting of the Committee.

901 BDO: Grants Claims and Returns Certification Report for the Year ended 31 March 2016

The Committee considered a report of the BDO External Auditor presenting the Grant Claim and Return Certification Report for 2015/16.

The Committee asked a number of questions which were responded to by the External Auditor and officers.

Resolved:-

That the Grant Claim and Return Certification Report for 2015/16, be accepted.

902 BDO: Progress Report to Those Charged with Governance

The Committee considered a report of the BDO External Auditor on the progress made in delivering the 2015/16 and 2016/17 Annual Audit Plans.

Resolved:-

That the progress made in delivering the Annual Audit Plans for 2015/16 and 2016/17, be accepted.

903 Counter Fraud & Investigation Directorate: Quarterly Progress Report and Counter Fraud & Investigation Strategy for 2017/18

The Committee received a report of the Chief Executive on the performance of the Counter Fraud & investigation Directorate to date and requested that consideration be given to the Counter Fraud & Investigation Strategy & Work Plan for 2017/18.

The Committee asked a number of questions which were responded to by officers.

Resolved:-

1. That the performance of the Counter Fraud & Investigation Directorate to date, be noted.
2. That the Counter Fraud Work Plan for April to June in year 2017/18, be approved.

904 Internal Audit Service Quarterly Performance Report

The Committee considered a report of the Chief Executive on the progress made in delivering the Internal Audit Strategy for 2016/17.

The Committee asked a number of questions which were responded to by officers.

In referring to the internal audit review in relation to Mental Health Direct Payments and in response to the outcome of such review, the Chairman requested the Deputy Chief Executive (People) to prepare a progress report to the next meeting of the Committee. In addition, she asked the Deputy Chief Executive (Place) to prepare a progress report, to the same meeting, in response to the Forum Governance Arrangements internal audit review. All the relevant officers to be invited to attend the meeting.

Resolved:-

That the progress made in delivering the 2016/17 Internal Audit Strategy, be noted.

905 BDO: Audit Plan 2016/17

The Committee considered a report of the BDO External Auditor presenting the External Auditor's Audit Plan for 2016/17.

The Committee asked a number of questions which were responded to by the External Auditor.

Resolved:-

That the BDO's Audit Plan for 2016/17, be accepted.

906 Internal Audit Charter, Strategy and Audit Plan for 2017/18

The Committee considered a report of the Chief Executive presenting the Internal Audit Charter with the supporting Strategy and Audit Plan for 2017/18.

The Committee asked a number of questions which were responded to by officers.

On consideration of the report, the Head of Internal Audit confirmed that an assessment would be undertaken of the risks attached to the results of the Pan-Essex review, to scope a joint Commissioning arrangement across the relevant Councils, to determine whether or not an audit review would be necessary. The position on the matter would be reported to the next meeting of the Committee.

Resolved:-

That the Charter, Strategy and Audit Plan for 2017/18, be approved.

907 Information Items

The Committee noted the following documents:-

CIPFA Better Governance Forum, Audit Committee Update, Helping Audit Committees to be Effective, Issue 22:

- Developing an Effective Annual Governance Statement
- Regular Briefing on Current Developments
- Audit Committee training.

Chairman: _____