

AUDIT COMMITTEE

Members Present:

16th December, 2013

Chairman: Councillor Mrs.L.H.James

Councillors: Mrs.C.Clement, M.Harvey, I.B.James, A.R.Lockyer,
J.D.Morgan and P.A.Rees

Officers in Attendance: D.Rees, A.Evans, Miss G.Cirillo and Miss C.Davies

**Representing the
Welsh Audit Office:** Mrs.J.McNicholas

Voting Lay Member: Mrs.J.Jenkins

1. **MINUTES OF THE AUDIT COMMITTEE HELD ON THE 26TH
SEPTEMBER, 2013**

RESOLVED: that the Minutes of the meeting held on the 26th
September 2013, be noted.

2. **MATTER ARISING FROM THE MINUTES OF THE 26TH
SEPTEMBER, 2013 – RE: ITEM 4 – INTERNAL AUDIT SERVICE
PROGRESS REPORT TO THE 31ST AUGUST 2013**

Mrs. J. Jenkins stated that the Minute for this item did not reflect a request she had made for research to take place in order to clarify whether the Authority had other arrangements that were similar to Property Bay Wales.

Officers confirmed that ongoing measures were being put in place in order to monitor matters, e.g. legal advice being taken and recommendations being made regarding Governance arrangement, etc. An update report on these matters would be brought back to the next meeting.

RESOLVED: that an update report regarding Property Bay Wales and other similar arrangements be brought to the next Audit Committee meeting on the 24th March, 2014.

Report of the Director of Finance and Corporate Services

3. **INTERNAL AUDIT SERVICE – PROGRESS REPORT TO 30TH NOVEMBER, 2013**

The circulated report contained details of the work undertaken for the period from the 1st September to 30th November, 2013 and an update on progress against the 2013/14 Internal Audit Plan.

The Head of Financial Services was pleased to report that a total of 21 formal audit reports had been issued since 1st September, 2013 with a brief summary of findings for Members attached at Appendix 1 to the circulated report.

Members scrutinised and noted the information regarding the published reports. Key issues discussed included Pre-employment checks regarding Children and Young Peoples' Partnership and regarding Play Workers, ensuring that appropriate checks were carried out prior to offering appointments.

Officers confirmed that a follow up exercise would take place in January 2014 to check that recommendations had been implemented.

Members asked whether checks were being carried out for elderly and vulnerable adults, and officers confirmed that these checks would be built into the 2014/15 Audit Programme.

The Head of Financial Services explained that there were currently 6 special investigations in progress.

Members asked about the auditing of external care within Social Services, and it was confirmed that work was ongoing and the Committee would receive an update at the next meeting.

Members also received feedback regarding Officer Declarations of Interest.

There were also discussions around MS Outlook Information Security Issues and it was confirmed that recommendations had been made and implemented following an Internal Audit Report.

Members attention was drawn to the work on Accounting Instructions as detailed in the circulated report.

The Committee noted that the recent applications for Early Retirement/Voluntary Redundancy across the Authority would have an impact on services and on the make-up of future Audit Plans.

RESOLVED: that the report be noted and an update be brought to Committee, when appropriate, regarding staff Disclosure and Barring Service checks across Directorates.

4. **TREASURY MANAGEMENT MONITORING 2013/2014**

Members received information on items which included Bank Base Rates, Borrowing and Investment Income, as detailed in the circulated report.

RESOLVED: that the report be noted.

CHAIRMAN