

## **AUDIT COMMITTEE**

**(Committee Rooms 1/2 - Port Talbot Civic Centre)**

**Members Present:**

**23 September 2016**

**Chairperson:** Councillor J.D.Morgan

**Councillors:** D.W.Davies, Mrs.R.Davies, J.S.Evans,  
M.Harvey, D.Keogh and S.Rahaman

**Officers In Attendance** D.Rees, Mrs.S.Rees, Miss A.O'Donnell,  
Mrs.J.McNicholas, Mrs.J.North, Mrs D.Hopkins,  
Mrs G.Halfpenny (Minute No.8 only),  
Miss.C.Davies and Ms.C.Plowman

**Representing the Wales Audit Office:** Gillett and R.Harries

**Voting Lay Member:** Mrs.J.Jenkins

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1. **MINUTES OF THE AUDIT COMMITTEE HELD ON 27 JUNE, 2016**

**RESOLVED:** that the Minutes of the meeting held on the 27 June 2016, be noted.

2. **DISCLOSURE AND BARRING SERVICE - DISCUSSION WITH MEMBERS**

The Head of Human Resources provided the Committee with a verbal update on Disclosure and Barring Service checks (DBS). It was noted that Audit Service, would carry out a review of the DBS delivery this Civic Year.

Members queried whether two DBS Checks were required if a School Governor was appointed to two different schools. The Head of Human Resources suggested that this be referred to the the Governing Support Team with Education, Leisure and Lifelong Learning to provide advice to Members.

It was requested that a Guide be created and made available to School Governors on DBS Checks. The Head of Human Resources again suggested that this be referred to the Governing Support Team.

**RESOLVED:** that the report be noted and that the Governing Support Team develop guidance in relation to DBS and safeguarding checks for school governors.

### 3. **CLOSURE OF ACCOUNTS 2015/16**

The circulated report contained details of the audited Annual Statement of Accounts which required approval by Members prior to the 30 September, 2016. The Draft Statement of Accounts had been provided to the Wales Audit Office on the 7 June, 2014, and the audit had now been completed. The Accounts had been updated as part of the Audit process and accordingly the updated final Statement of Accounts was contained in Addendum 1 to the circulated report.

Members thanked the Officers for the work undertaken.

**RESOLVED:**

1. that the Letter of Representation as contained in the circulated report, be approved.
2. that the final 2015/16 Statement of Accounts as included in the Addendum be approved;
3. that the Chair of the Audit Committee be authorised to sign the Letter of Representation and the Statement of Accounts;
4. that Officers be tasked with continuing to make improvements to the accounts preparation process to ensure continued improvements are achieved.

### 4. **TREASURY MANAGEMENT MONITORING 2016/17**

Members received an overview of the treasury management action and information reported to the Policy and Resources Cabinet Board on the 21 September 2016, as detailed in the circulated report.

Members noted that interest rates had reduced to 0.25% on the 4<sup>th</sup> August, 2016, after remaining at 0.50% for seven years.

**RESOLVED:** that the report be noted

5. **INTERNAL AUDIT SERVICE EXTERNAL ASSESSMENT**

Members were asked for approval for the required external assessment of the Internal Audit Service to be undertaken by way of peer review.

**RESOLVED:** That the proposed peer review methodology in respect of the required external assessment as detailed in the circulated report be approved.

6. **INTERNAL AUDIT SERVICE - PROGRESS REPORT TO 31 AUGUST, 2016**

Members were provided with an update outlining internal audit work undertaken in the last quarter. Members requested that consideration be given to reviewing the method of reporting higher risk audit reports to the members of Audit Committee.

**RESOLVED:** that the report be noted

7. **ACCESS TO MEETINGS**

**RESOLVED:** that pursuant to Section 100A(4) and (5) of the Local Government Act 1972, the public be excluded for the following items of business which involved the likely disclosure of exempt information as defined in Paragraphs 12, 13 and 14 of Part 4 of Schedule 12A to the above Act.

8. **SPECIAL INVESTIGATIONS (EXEMPT UNDER PARAGRAPH 14)**

Members were provided with an update on all reports issued since the June Committee meeting which had a risk rating of 3, 4 or 5 and related to special investigations.

Members received a verbal update on ongoing special investigations.

(Miss.C.Plowman and Miss.C.L.Davies withdrew during discussion and voting thereon, Mrs.G.Halfpenny in attendance)

**RESOLVED:** that the private report be noted

**CHAIRPERSON**