

AUDIT COMMITTEE

(Port Talbot Civic Centre, Committee Rooms 1/2)

Members Present: **27 September, 2017**

Chairperson: Councillor J.D.Morgan

Vice Chairperson: Councillor L.M.Purcell

Councillors: A.R.Aubrey, S.E.Freeguard, H.N.James,
S.H.Reynolds, A.J.Richards and R.W.Wood

Officers In Attendance Chief Executive, D.Rees, A.O'Donnell and
N.Headon

Representing the Wales Audit Office: J.Gillett

1. **MINUTES OF THE PREVIOUS AUDIT COMMITTEE HELD ON 26 JULY, 2017**

RESOLVED: that the Minutes of the meeting held on 26 July, 2017, be noted.

2. **MEMBER'S DECLARATION OF INTEREST**

The following Member made a declaration on interest at the commencement of the meeting:

Councillor S. Reynolds - Private Report of Head of Financial Services, Agenda Item 8, Internal Audit Service as she is Chairperson of the Appeals Panel.

3. **INTERNAL AUDIT SERVICE - NEATH PORT TALBOT WASTE MANAGEMENT**

Members were provided with details regarding the management arrangements of Neath Port Talbot Waste Management Company Ltd and Neath Port Talbot (Recycling) Ltd. Committee considered the response of the Chief Executive as contained in the circulated report. A lengthy discussion took place between Members and Officers.

There was also a discussion regarding the protocol for reports being presented as private items.

4. **TREASURY MANAGEMENT MONITORING 2017/2018**

Members received an overview of the Treasury Management action and information reported to Policy and Resources Cabinet Board on the 20 September 2017, as detailed in the circulated report.

RESOLVED: that the report be noted

5. **INTERNAL AUDIT SERVICE - PROGRESS REPORT TO 31 AUGUST 2017**

Members received an update on progress to 31 August 2017, as detailed in the circulated report.

Members were advised that audits had been carried out on a number of Schools in Neath Port Talbot, the outcome of these audits were positive as results show a 1 or 2 Risk Rating category (See Appendix 1 of the circulated report).

As requested by Members details on the level of court activity in relation to Council Tax during 2016/17 was noted.

An explanation was provided to members around the requirements for officers to complete an annual declaration of interests, and the requirement to declare any offers of gifts and/or hospitality at the time they are received regardless of whether accepted or not. If no offers of gifts/hospitality are received a nil declaration must be submitted at year end.

Officers confirmed that as well as being audited by the Wales Audit Office annually, the Authority also now has to be assessed externally once every 5 years. Blaenau Gwent County Borough Council will carry out Neath Port Talbot's external assessment. Evidence had gone to Blaenau Gwent and officers would probably visit Neath Port Talbot, and may want to speak to the Chairperson of Audit Committee. Results should be received by the next Audit Committee in December.

RESOLVED: that the report be noted.

6. **RISK REGISTER PRESENTATION**

The Head of Financial Services gave a presentation on the Corporate Risk Management Process.

The Head of Financial Services highlighted that the Corporate Risk Management Policy which was currently on the intranet was due to be revised.

Discussion took place regarding the format of the Risk Register. It was noted that the Risk Register was last updated during June 2017 and was currently being reviewed. The Head of Financial Service would update Members of changes at the next meeting.

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 item 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. **INTERNAL AUDIT SERVICE - SPECIAL INVESTIGATIONS**

Members received an update on all Special Investigation Audits undertaken in the last quarter.

A discussion took place regarding Disclosure and Barring Service (DBS) Checks; Officers explained that when a DBS was returned and was positive, a Risk Assessment must then be carried out.

RESOLVED: that the report be noted.

CHAIRPERSON