

Chair - Councillor A M Loughran

Present (for all or part of the meeting):-

Councillors:

M G Dodson

J Hood

R A James

P W Jones

J A Nixon

Cabinet Member - Councillor R M Smith - Deputy Leader and Resources Portfolio

Officers in attendance:-

Mr I Curran	-	Interim Head of Law and Administration
Mr R Simpson	-	Interim Head of Operations
Mrs J Aupers	-	Head of Governance
Mr S Baddeley	-	Chief Internal Auditor
Mr J Dean	-	Democratic Services Officer

AAC1 Welcome

Councillor A M Loughran, Chair of the Committee, welcomed all present to the first meeting of the Committee of the 2019/20 municipal year, particularly those Members whom were recently elected to serve on the Committee.

AAC2 Minutes

Minutes of the meeting held on 19 March 2019, as published in Digest No 255, were submitted and signed.

Arising from consideration of the minutes the Interim Head of Operations provided an update regarding the Audit progress and Sector Update report (Minute No AAC30/19 refers):-

- Issue cost of renewing was nationwide. The District Auditor had signed off the accounts but wanted to ensure that plans were in place to address the issues raised by the objector;
- A twofold approach had been adopted - separate accounting for private hire vehicles and hackney carriage vehicles;

- This was to ensure cost recovery of expenses on fees and charges;
- Time monitoring had been carried out - Licensing Manager supported by finance;
- A report would be submitted to Council regarding new fees and charges signs.

The Chair of the Committee thanked Mr Simpson for his comments.

AAC3 Apologies

Apologies for absence were received from Councillor I D Fordham (substitute Councillor J Hood).

AAC4 Risk Management Report

Considered the report of the Head of Governance (V2 30/05/19) setting out details of the Council's Strategic Risk Register as at 1 April 2019.

The Head of Governance summarised the risk profile as set out in paragraph 3.1 of the report before referring Members to the associated appendices containing the summary of the Council's strategic risk register as at 1 April 2019 and the full strategic risk register.

Arising from the debate, responses were provided to queries concerning:-

- Risk #38a Failure to realise and facilitate the expected economic growth and prosperity for Stafford and Stone associated with the development of HS2
- Risk #38b Failure to minimise the impact on the environment from the construction and operation of HS2
- Risk #43 Failure to repel or recover from cyber attack
- Risk #40a Failure to deliver Phase 1 of the Stone Leisure Strategy
- Risk #40b Failure to deliver Phase 2 of the Stone Leisure Strategy

As requested the Head of Governance provided a brief explanation of the mechanism used for scoring the risks to the Council.

Members then voted on the recommendation as set out, which on being put to the vote was declared to be carried.

RESOLVED:- that in exercise of the powers delegated to the Committee the Strategic Risk Register be approved and the progress made in the identification and management of the strategic risks be noted.

AAC5 Review of the Effectiveness of Internal Audit

Considered the report of the Head of Governance (V2 30/05/19) setting out the findings of the annual review of the effectiveness of internal audit.

The Chief Internal Auditor highlighted paragraph 5.8 of the report before referring Members to the associated appendices.

Members then voted on the recommendation as set out, which on being put to the vote was declared to be carried.

RESOLVED:- that in exercise of the powers delegated to the Committee:-

- (a) the findings of the annual review of the effectiveness of internal audit for 2018-19 be noted;
- (b) it be noted that Internal Audit generally conformed to the Public Sector Internal Audit Standards, operated effectively and could be relied on when considering the Annual Governance Statement for 2018-19.

AAC6 Internal Audit Annual Report

Considered the report of the Chief Internal Auditor (V2 30/05/19) presenting the Internal Audit Annual Report for 2018-19.

The Chief Internal Auditor referred Members to Appendix 1 of the report before addressing queries raised concerning:-

- Management of staff timekeeping and leave
- IT Project Management
- Audits in Progress

Continuing, the Chief Internal Auditor brought Appendix 2 to Members attention, highlighting paragraphs 2.6 - 2.8 and 3.2 - 3.7 for specific consideration, before addressing a more general point raised regarding options to address vacancies within the Internal Audit Section, including the potential employment of apprentices.

Members then voted on the recommendation as set out, which on being put to the vote was declared to be carried.

RESOLVED:- that in exercise of the powers delegated to the Committee the Internal Audit Annual Report for 2016-19 be noted.

AAC7 Annual Governance Statement 2018-19

Considered the report of the Head of Governance (V1 30/05/19) setting out the Annual Governance Statement for the year ended 2018-19.

The Head of Governance referred Members to Appendix 1 of the report and noted the mechanisms in place to provide assurance.

Continuing, those identified by governance issues, as set out on page 78 of the agenda were detailed, prior to examination of the progress summary as contained within the associated Appendix 2.

Members then voted on the recommendation as set out, which on being put to the vote was declared to be carried.

RESOLVED:- that in exercise of the powers delegated to the Committee the Annual Governance Statement for 2018-19 be approved.

AAC8 Business Planning Report - Audit and Accounts Committee

Considered the report of the Interim Head of Law and Administration (V3 22/05/19) reviewing the programme of business considered by the Committee during 2018/19.

Members then voted on the recommendation as set out, which on being put to the vote was declared to be carried.

RESOLVED:- that in exercise of the powers delegated to the Committee the Annual Report be approved and be submitted to Council.

AAC9 Work Programme - Audit and Accounts Committee

Considered the report of the Interim Head of Law and Administration (V3 22/05/19).

Members then voted on the recommendation as set out, which on being put to the vote was declared to be carried.

RESOLVED:- that in exercise of the powers delegated to the Committee the Work Programme be received.

CHAIR