FINANCE, RESOURCES, AUDIT AND GOVERNANCE COMMITTEE

Minutes of a meeting of the Finance, Resources, Audit and Governance Committee of South Norfolk Council held at South Norfolk House, Long Stratton, on Friday 24 June 2016 at 9.30 am.

Committee Members Present: Councillors: P Hardy (Chairman), L Dale, T Lewis, T Palmer and G Wheatley

Apologies: Councillors: W Kemp and R Savage

Cabinet Member Present: Councillor: M Edney

Officers in Attendance: The Director of Business Development (D Lorimer), the Internal Audit Consortium Manager (E Hodds) and the Accountancy Manager (M Fernandez-Graham)

117 MINUTES

The minutes of the meeting held on 11 March 2016 were confirmed as a correct record and signed by the Chairman.

118 PROGRESS REPORT ON INTERNAL AUDIT ACTIVITY

The Internal Audit Consortium Manager updated members with her report which examined the progress made between 1 March and 22 April 2016 in relation to the Annual Internal Audit Plan for 2015/16. The Committee was provided with a brief summary of the five completed audits which had been finalised within the period, all of which had received ‘reasonable’ audit opinions, as detailed in the report.
In response to a member’s query concerning the award of ‘reasonable’ as an audit opinion, the Internal Consortium Manager reassured the Committee that this was a positive achievement and that there had been no significant areas of concern or issues identified.

Following a brief discussion, it was

**RESOLVED:** to note the outcomes of the five completed audits finalised in the period covered in the report and the completion of the (revised) annual audit plan for 2015/16.

### 119 FOLLOW UP REPORT ON INTERNAL AUDIT RECOMMENDATIONS

The Committee considered the report of the Internal Audit Consortium Manager which sought to inform members of the position in relation to the Council’s implementation of the agreed internal audit recommendations falling due by 31 March 2016.

In response to questions from members, officers explained the concept of disaster recovery which intended to ensure that, in the event of a disaster, the Council’s up to date information and data would be replicated elsewhere, allowing staff to work remotely and to safeguard the continuity of Council business.

It was then

**RESOLVED:** to note the position in relation to the completion of agreed audit recommendations as at the financial year end 31 March 2016.
ANNUAL REPORT AND OPINION 2015/16

Members considered the report of the Internal Audit Consortium Manager which detailed the outcomes of the Internal Audit work undertaken in 2015/16. Members were advised that the report also sought to inform members of the Effectiveness of Internal Audit and to provide key information for the Annual Governance Statement.

The Committee heard that the Council had been awarded an ‘reasonable’ assurance in respect of the overall adequacy and effectiveness of the Council’s governance, risk and control framework for the year ending 31 March 2016, and that there were no weaknesses identified that needed to be raised in the Annual Governance Statement. In addition, the Committee noted that the Internal Audit Service was currently effective and met the required standards.

Following a brief discussion, it was

RESOLVED:

1. to note the contents of the Annual Report and Opinion of the Internal Audit Consortium Manager.

2. to note that a reasonable audit opinion has been given in relation to the overall adequacy and effectiveness of the Council’s / Authority’s framework of governance, risk management and control to the framework for the year ended 31 March 2016.

3. to note that the opinions expressed together with significant matters arising from internal audit work and contained within this report should be given due consideration, when developing and reviewing the Council’s Annual Governance Statement for 2015/16.

   and

4. to note the conclusions of the Review of the Effectiveness of Internal Audit.
Members noted the Finance, Resources, Audit & Governance Committee’s Work Programme.

The Internal Audit Consortium Manager advised members that an external audit of the work of the Internal Audit Team would take place in the future, and that she would report back when further details were known.

The meeting concluded at 9.55 am

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Chairman