

BOROUGH OF KETTERING

MONITORING AND AUDIT COMMITTEE

Meeting held: 3rd April 2018

Present: Councillor Jonathan West (Chair)

Councillors June Derbyshire, Jenny Henson, Anne Lee, Paul Marks, Greg Titcombe and Mike Tebbutt

Also Present:

Lisa Hyde	(Executive Director)
Guy Holloway	(Head of Corporate Development)
Jo Haines	(Group Accountant)
Dean Mitchell	(Group Accountant)
David Pope	(Committee Administrator)
Mark Watkins	(CWAS)

17.MA.35 APOLOGIES

Apologies were received from Cllr John Currall. It was noted that Cllr Derbyshire was acting as substitute for Cllr Currall.

17.MA.36 MINUTES

RESOLVED that the minutes of the meeting of the Monitoring and Audit Committee held on 6th February 2018 were approved as a correct record and signed by the Chair.

17.MA.37 DECLARATIONS OF INTEREST

None

17.MA.38 STRATEGIC AUDIT PLAN - APRIL 2018 TO MARCH 2021 (A1)

A report was submitted requesting the Monitoring and Audit Committee consider and approve the Internal Audit Plan for the period April 2018 to March 2021.

Mark Watkins from CW Audit Services attended the meeting to provide members with an outline of the services carried out by internal audit on behalf of KBC.

Members noted that a rolling strategic audit plan was provided annually and by the end of the three year audit cycle covered all the key systems and processes the council had involvement in delivering, with a particular focus on areas of risk. It was further noted that each year had 258 audit days, sufficient to enable the provision of accurate opinions on systems and controls examined to support the Annual Governance Statement.

Members were provided with the opportunity to ask questions on a number of areas covered by the audit plan, including CWAS learning about risk levels from dealings with other local authorities.

An issue regarding Health and Safety of 3G sports pitches was raised and would be investigated.

It was noted that a print error had resulted in several pages of the Strategic Audit Plan being absent from the appendix sent to members, although the electronic copy emailed to members had been complete. The item with a full copy of the Strategic Audit Plan would be presented to the next meeting of the Committee for noting.

RESOLVED That the Monitoring and Audit Committee agree the Strategic Audit Plan for April 2018 to March 2021

17.MA.39 KEY PERFORMANCE INFORMATION BOOKLET (A4)

Members received the Key Performance Information Booklet.

The Committee raised queries in relation to the following aspects of the information provided:-

- Building Control inspections and fee collection
- MPI26 – Percentage of Calls Answered by Switchboard within 15 seconds
- MPI8 – Percentage of Invoices Paid on Time
- Comparative national figures for apprenticeship success rates
- Car parking payment operation
- Recyclable items
- The number of additional homes built in the current year
- Cleaner Environment measurement criteria
- Progress in relation to the General Data Protection Regulation

It was noted that answers would be provided outside the meeting regarding queries in relation to MPI8, recycling, additional homes built and Cleaner Environment measurement criteria

17.MA.40 WORK PROGRAMME (A5)

The work programme was submitted to the Committee for consideration. The following reports would be brought to the next committee:-

- Internal Audit Plan 2018/19 (for noting)
- Internal Audit Annual Report 2017/18
- Annual Governance Statement 2017/18
- Voluntary Sector SLA Monitoring
- Welfare Reform

(The meeting started at 7.00pm and ended at 7.51pm)

Signed:

(Chair)

DJP