



Audit Agenda

Wednesday 6 February 2019 at 7.30 pm

Conference Room 2 - The Forum

The Councillors listed below are requested to attend the above meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

Membership

Councillor Birnie
Councillor Douris
Councillor McLean

Councillor Silwal
Councillor Taylor (Chair)
Councillor Tindall

Substitute Members:

Councillors G Adshead, Anderson, England, Link, Pringle and Ransley

For further information, please contact Corporate and Democratic Support or 01442 228209

AGENDA

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence

2. DECLARATIONS OF INTEREST

To receive any declarations of interest

A member with a disclosable pecuniary interest or a personal interest in a matter who attends a meeting of the authority at which the matter is considered -

- (i) must disclose the interest at the start of the meeting or when the interest becomes apparent

and, if the interest is a disclosable pecuniary interest, or a personal interest which is also prejudicial

- (ii) may not participate in any discussion or vote on the matter (and must withdraw to the public seating area) unless they have been granted a dispensation.

A member who discloses at a meeting a disclosable pecuniary interest which is not registered in the Members' Register of Interests, or is not the subject of a pending notification, must notify the Monitoring Officer of the interest within 28 days of the disclosure.

Disclosable pecuniary interests, personal and prejudicial interests are defined in Part 2 of the Code of Conduct For Members

[If a member is in any doubt as to whether they have an interest which should be declared they should seek the advice of the Monitoring Officer before the start of the meeting]

3. MINUTES AND ACTIONS (Pages 4 - 7)

To confirm the minutes of the previous meeting and consider the actions

4. PUBLIC PARTICIPATION

An opportunity for members of the public to make statements and ask questions in accordance with the rules as to Public Participation

5. STRATEGIC RISK REGISTER (Pages 8 - 21)

To update the committee on the current Risk Register.

6. EXTERNAL AUDIT PROGRESS REPORT (Pages 22 - 35)

7. DRAFT INTERNAL AUDIT PLAN (Pages 36 - 43)

8. INTERNAL AUDIT PROGRESS REPORT (Pages 44 - 54)

9. INTERNAL AUDIT SERVICE REPORTS (Pages 55 - 88)

To consider the following reports

- Council Tax
- NNDR
- Housing Benefit & Council Tax Support

10. AUDIT COMMITTEE WORK PROGRAMME - JANUARY 2019 (Pages 89 - 90)

To consider the Audit Committee Work Programme for January 2019.

11. EXCLUSION OF THE PUBLIC

That, under section 100A(4) of the Local Government Act 1972, the public be excluded during the item in Part II of the Agenda for this meeting, because it is likely, in view of the nature of the business to be transacted, that if members of the public were present during this item there would be disclosure to them of exempt information relating to the financial and business affairs of the Council or of any particular person, (including the authority holding that information).

Local Government Act 1972, Schedule 12A, Part 1, paragraph 3 and 5.

12. ANNUAL REVIEW OF THE RISK BASED VERIFICATION POLICY (Pages 91 - 100)