

HINCKLEY AND BOSWORTH BOROUGH COUNCIL

AUDIT COMMITTEE

22 NOVEMBER 2018 AT 6.30 PM

PRESENT: Mr RB Roberts - Chairman

Mr RG Allen (for Mrs R Camamile), Mr KWP Lynch, Mr DW MacDonald and Mr HG Williams

Officers in attendance: Julie Kenny and Ashley Wilson

277 APOLOGIES AND SUBSTITUTIONS

Apologies for absence were submitted on behalf of Councillors Camamile, Sutton and Taylor, with the substitution of Councillor Allen for Councillor Camamile authorised in accordance with council procedure rule 10.

278 MINUTES OF PREVIOUS MEETING

It was moved by Councillor Williams, seconded by Councillor Lynch and

RESOLVED – the minutes of the meeting held on 26 July 2018 be confirmed and signed by the chairman.

279 DECLARATIONS OF INTEREST

No interests were declared at this stage.

280 HOUSING BENEFIT ASSURANCE PROCESS 2018/19

Members received a letter from the external auditor setting out the fees for completing the housing benefit assurance process for 2018/19.

RESOLVED – the letter and fees be noted.

281 AUDIT PROGRESS REPORT

The committee received an update from the internal auditors setting out their progress against the agreed audit plan.

RESOLVED – the report be noted.

282 INTERNAL AUDIT PLAN

Consideration was given to the plan which had been revised since the last meeting following a meeting with officers. It was noted that the only changes to the content were about the timings of planned audits rather than changes to the subject matter.

RESOLVED – the plan be approved.

283 INTERNAL AUDIT REPORT: RISK MANAGEMENT

Members received the report which gave significant assurance and included only two low recommendations and two improvement points relating to best practice.

RESOLVED – the report be noted.

284 INTERNAL AUDIT REPORT: FINANCIAL SYSTEMS QUARTER 2

Members were presented with a report which gave significant assurance and included four low recommendations and three improvement points.

Following questions, members were reassured that the issues relating to the timeliness of reconciliation processes at year end arose as a result of resources and as the team was not fully staffed, this should not be an issue in future. Members were also advised that the delay was never longer than ten days in any event so the delay was not significant.

RESOLVED – the report be noted.

285 INTERNAL AUDIT RECOMMENDATION UPDATE

Members received a report which following up on matters raised at a previous meeting where concern had been expressed about the level of outstanding management actions from previous audits. Members were advised that, of the 55 actions previously reported as outstanding, only three were now outstanding and these were not yet due.

RESOLVED – the report be noted.

(The Meeting closed at 7.00 pm)

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CHAIRMAN