

HARBOROUGH DISTRICT COUNCIL

MINUTES OF THE AUDIT AND STANDARDS COMMITTEE MEETING

Held in The Council Chamber, The Symington Building, Adam and Eve St, Market
Harborough On Wednesday 15 March, commencing at 6.30pm

Present:

Councillors: Dr Bremner (Chairman), Hollick, Golding, Knowles, Nunn, Dunton and
Mrs Wood

Officers: K. Parsons, C. Mason

Also present:

Internal Auditor (North Northamptonshire Council): R. Ashley-Caunt

INTRODUCTION

The Chairman welcomed everyone to the meeting and introduced the officers
present.

1. APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES

No apologies were received.

2. DECLARATIONS OF MEMBERS' INTERESTS

There were none.

3. MINUTES OF THE PREVIOUS MEETING

**RESOLVED: that the Minutes of the Meeting of the Audit and Standards
Committee held on 23 November 2022 be approved and signed by the
Chairman as a true record.**

4. REPORT 1 : INTERNAL AUDIT PLAN 2023/24

The Chief Internal Auditor presented the report, the purpose of which was to present
the proposed Internal Audit Plan for 2023/24 to the committee for approval, in
accordance with the Public Sector Internal Audit Standards.

The Chief Internal Auditor explained the process followed to develop and risk assess the audit plan coverage and highlighted some of the key audits from the draft plan.

The Committee raised questions on the report and discussed the following points:-

Question	Response
Climate Emergency Plan what are you looking at?	

RESOLVED that the Annual Internal Audit Plan 2023/24 be received and noted.

5. REPORT 2: INTERNAL AUDIT- PROGRESS AND PERFORMANCE UPDATE

The Chief Internal Auditor presented the report, the purpose of which was to update Members on progress against the 2022/23 internal audit plan, key findings of audits completed and status of outstanding recommendations.

She drew the Committee's attention to the updated audit plan in the appendices of the report and highlighted the findings and summary of the completed audits. The Internal Auditor explained that there were no significant areas of concern in the findings from those reported audits. She spoke on the overdue recommendations laid out in the appendices.

The Committee raised questions on the report and discussed the following points:-

- The timeframe of the conclusion of the outstanding actions with mention of the delivery of the Leisure Services fieldwork and the need to circulate the outcomes to Members. It was agreed that this would be followed up and actioned.
- Agile Working – how is this affecting telephone calls into Customer Services? Do you record the number of dropped calls?

RESOLVED: that the items considered in the Internal Audit Progress Report (Appendix A) and Overdue Recommendations (Appendix B) and the Committee comments be noted.

6. REPORT 3: INTERNAL AUDIT CHARTER AND STRATEGY

The Chief Internal Auditor presented the 2023/24 Internal Audit Charter and Strategy. She explained the amendments to the assurance opinions and the basis for this.

RESOLVED: that the Committee considered the Internal Audit Charter and Strategy and its contents be noted.

9. ANY URGENT BUSINESS

There was none.

The Meeting closed at 19:30