



DECISIONS OF THE AUDIT COMMITTEE

HELD AT THE TOWN HALL, PETERBOROUGH 26 MARCH 2018

4. EXTERNAL AUDIT PROGRESS REPORT

The Audit Committee considered and **RESOLVED** (Unanimously) to note the report.

5. SECTOR UPDATE (2018 Q1 AUDIT COMMITTEE BRIEFING)

The Audit Committee considered and **RESOLVED** (Unanimously) to note the report.

ACTION AGREED

1. A briefing note on GDPR and training session to be organised by the Compliance Manager (Governance)

6. CHANGES TO THE CONSTITUTION

The Audit Committee considered and **RESOLVED** (Unanimously) to recommend to Full Council for approval:

1. The updated Petitions Scheme set out in Appendix 1 to the original report.
2. Changes to Council Standing Orders set out in Appendix 1 to the supplementary report.
3. The insertion of the wording to the Member Officer Protocol:
"Members will normally, as a courtesy, keep Ward Councillors advised of matters in the ward in which the resident they are dealing with lives. There may be circumstances where urgent or immediate action needs to be taken (such as safeguarding or health & safety issues) which means this communication/information sharing is retrospective."
4. The amendment of all Committee Terms of Reference to include:
For all Councillors to undertake training before being able to sit on committee.
For all Councillors to undertake refresher training once every three years, or yearly for the Planning and Environmental Protection Committee and the Licensing Committee.

7. CONSULTANT, INTERIM AND AGENCY WORKER POLICY

The Audit Committee considered and **RESOLVED** (Unanimous) to recommend for approval by the Cabinet, the revised Consultant, Interim and Agency Worker Policy, drafted in consultation with key stakeholders and officers to reflect compliance with procurement and HMRC regulations.

ACTION AGREED

1. A quarterly report on Consultants and Interims to be presented to Audit Committee

8. RISK MANAGEMENT - STRATEGIC RISKS

The Audit Committee considered and **RESOLVED** (Unanimously) to note the latest Risk Management Report.

ACTION AGREED

1. The Cabinet Member for Resources to discuss with the Leader of the Council the importance of Peterborough's representation on all Combined Authority Committees

9. INTERNAL AUDIT STRATEGY, CHARTER AND AUDIT PLAN

The Audit Committee considered and **RESOLVED** (Unanimously) to agree:

1. The Internal Audit Charter for 2018/2019
2. The Internal Audit Code of Ethics
3. The Internal Audit Strategy and Plans for 2018/2019.

ACTION AGREED

1. Adult Social Services to provide training to each Political Group how their budget was spent and the pressures they faced.

10. REVIEW OF COMMITTEE EFFECTIVENESS

The Audit Committee considered and **RESOLVED** (Unanimously) to agree:

1. The draft response to the CIPFA Toolkit checklist for Audit Committees, which records that the Committee meets all of the good practice statements;
2. The draft responses to the CIPFA Knowledge and Skills Framework for local authority audit committees; and
3. any actions which the Committee considers appropriate to amend or enhance the Committee's arrangements in light of the completed Knowledge and Skills Framework assessment and the CIPFA Audit Committee Toolkit checklist.

11. COUNTER FRAUD POLICIES

The Audit Committee considered and **RESOLVED** (Unanimously) to agree:

1. Approve the updated counter fraud policies (**Appendices A - E**); and
2. Noted national studies produced in relation to fraud and corruption in local government (**Appendices F - G**).

12. ANNUAL AUDIT COMMITTEE REPORT

The Audit Committee considered and **RESOLVED** (Unanimously) to agree to recommend the submission of the Annual Audit Committee Report to Full Council for approval.

INFORMATION AND OTHER ITEMS

13. USE OF REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA)

The Audit Committee considered and **RESOLVED** (Unanimously) to note the report.

14. APPROVED WRITE-OFFS EXCEEDING £10,000

The Audit Committee considered and **RESOLVED** (Unanimously) to note the report.

15. FEEDBACK REPORT

The Audit Committee considered and **RESOLVED** (Unanimously) to note the report.