

<b>Present:</b>	Councillor Geoff Ellis ( <i>in the Chair</i> )
<b>Councillors:</b>	Laura McWilliams, Thomas Dyer, Gary Hewson, Jackie Kirk, Rebecca Longbottom and Bill Mara
<b>Independent Person(s):</b>	Jane Nellist
<b>Apologies for Absence:</b>	None.

**50. Confirmation of Minutes - 06 February 2020**

RESOLVED that the minutes of the meeting held on 6 February 2020 be confirmed.

**51. Declarations of Interest**

No declarations of interest were received.

**52. Internal Audit Progress Report**

John Scott, Audit Manager:

- a. presented the Internal Audit Progress Report to Audit Committee, incorporating the overall position reached so far and summaries of the outcome of audits completed during the period February 2020 to June 2020, as detailed at Appendix A
- b. highlighted that Audit Committee held the responsibility for receiving a regular progress report from Internal Audit on the delivery of the Internal Audit Plan as a key requirement of public sector internal audit standards
- c. detailed the content of the report covering the following main areas:
  - Progress Against the Plan
  - Summary of Audit Work
  - Implementation of Audit Recommendations
  - Current Areas of Interest Relevant to the Audit Committee
- d. detailed audit work completed and a final report issued in respect of:
  - Housing Rents (Substantial)
  - Recruitment (Substantial)
- e. highlighted that in line with the corporate strategy responding to the pandemic, audit resources had been redeployed to deliver key services, supporting businesses and protecting the most vulnerable
- f. explained that as the 20/21 audit plan had not yet commenced, other than some initial work on housing benefit subsidy testing, the Audit team had been supporting business services and grants administration, a much smaller, revised plan would be developed for 20-21 taking account of COVID

risks/issues to be presented at the August/September committee with sufficient audit coverage undertaken to meet statutory responsibilities and provide an audit opinion for 2020-21

g. reported on work in progress in relation to:

- Treasury Management
- Payroll
- Licensing
- ICT Anti-Malware Arrangements
- Governance
- Risk
- De Wint Extra Care Facility
- ICT Assurance Map

h. Invited members questions and comments.

Question: How were the Licensing Team logging complaints?

Response: The way in which the complaints were being logged wasn't easy to find on the system. Some areas were highlighted with regards to project management but were currently delayed.

Question: Why hadn't there been an update on the Major Developments Risk Register for over a year?

Response: Each Directorate had their own risk register which was reviewed quarterly however it had been delayed. It was agreed that the process should be improved and monitored more thoroughly through CMT.

Question: Other Council's reviewed Safeguarding and Health and Safety in relation to governance, why didn't the City of Lincoln Council do this? Could this be done in future?

Response: An update report to the Executive to include those recommendations could be carried out if Members were happy with it.

RESOLVED that:

- a) An update report be submitted to Executive including recommendations to review Safeguarding and Health and Safety as part of the Internal Audit Progress Report.
- b) The contents of the report be noted.

### **53. Annual Internal Audit Report**

John Scott, Audit Manager:

- a) presented the Annual Internal Audit Report to the committee for comments
- b) explained that the purpose of the annual internal audit report as outlined at Appendix A was to provide a summary of Internal Audit work undertaken

during 2019/2020 timed to support the Annual Governance Statement by providing an opinion on the organisation's governance, risk management and internal control environment

c) highlighted that Governance, Risk, Internal Control and Financial Control were all performing well

d) invited members questions and comments.

RESOLVED that the contents of the report and appendices be noted.

**54. Audit Committee Work Programme 2020/21**

John Scott, Audit Manager, presented a report to inform members of Audit Committee on the work programme for 2019/20 as detailed at Appendix A.

RESOLVED that:

a) An additional committee to discuss the statement of accounts be arranged for the end of August and November.

b) The contents of the Audit Committee work programme 2019/20 be noted.