

**GATESHEAD METROPOLITAN BOROUGH COUNCIL**  
**AUDIT AND STANDARDS COMMITTEE MEETING**

**Monday, 26 July 2021**

**PRESENT:** Councillor M Charlton (Chair)  
Councillor(s): D Burnett, R Beadle, H Kelly, J McElroy,  
G Clark and B Jones

**IN ATTENDANCE:** Councillor(s):

**APOLOGIES:** Councillor(s): L Green, S Green and Mr Stuart Bell  
(Independent Member)

**ASC340 MINUTES**

The minutes of the meeting held on 21 June 2021 were approved as a correct record.

**ASC341 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**ASC342 EXTERNAL AUDITOR: AUDIT PROGRESS REPORT**

The Committee received a report summarising the 2020/21 audit progress and national publications.

The external auditor's report was also attached at Appendix A for information.

RESOLVED – That the information contained in the external auditor's report be noted.

**ASC343 ANNUAL REPORT TO CABINET AND COUNCIL 2020/21**

The Committee received the draft annual report to Cabinet and Council which provided assurance on the Council's arrangements for:

- Maintaining effective internal control;
- Risk management; and
- Reporting on financial and other performance

Appendix 1 which was appended to the main report included details of the activity which the Committee has covered over the last year for consideration for inclusion in the report to Cabinet and Council and a summary of reports received by the Audit and Standards Committee.

Based on the evidence presented during the year and at the meeting of the Committee on 21 June 2021 it was concluded that the Council's system of internal control and governance framework is effective. This was demonstrated through the approval of the Annual Governance Statement for 2020/21, which accompanies the Statement of Accounts.

- RESOLVED -
- i) That the information be noted
  - ii) The Committee agreed the draft report for submission to Cabinet and Council in September 2021

#### **ASC344 CORPORATE RISK MANAGEMENT 2021/22 - QUARTER 1 UPDATE**

The Committee received a report which provided an update on Corporate Risk Management and Business Continuity Management during the period 1 April 2021 to 30 June 2021.

The report covered progress against the Corporate Risk Management Developmental Objectives for 2021/22, as cited in the Corporate Risk Management Annual Report 2020/21, and any other risk management issues emerging within the quarter under consideration.

The Committee were advised that there have been no changes to the Strategic Risk Register in the first quarter 2021/22. The current Strategic Risk Register was attached for information at Appendix 1.

- RESOLVED -
- i) That the information be noted
  - ii) The Committee were satisfied with the effectiveness of the Council's risk management arrangements.

#### **ASC345 EXCLUSION OF THE PRESS AND PUBLIC**

- RESOLVED -
- That the press and public be excluded from the meeting during consideration of the remaining business in accordance with Paragraph 7 of Schedule 12A to the Local Government Act 1972.

#### **ASC346 INTERNAL AUDIT PLAN 2021/22 QUARTERLY MONITORING REPORT TO 30 JUNE 2021**

The Committee received a report which outlined the progress made by Internal Audit & Risk Service against the audit plan for the financial year 2021/22 and summarises the main findings arising from audit activity throughout the period 1 April 2021 to 30 June 2021.

The table included in the report showed progress made up to 30 June 2021 against the agreed audit for the financial year 2021/22. The table demonstrated the completion of 22% of the audit plan, in terms of actual audit hours against planned hours to date. Adjusting for the work of other bodies, this equates to 23% for the Council. Overall this is on track to achieve the local performance target of

completing 97.25% of actual hours against the planned hours for the full year.

A summary of the main findings arising from audit activity during the period was attached to the main report at Appendix A. A total of 19 assignments were completed during the period.

The Committee were advised that from the reviews carried out to 30 June 2021 audit work was found to be complying with PSIAS and the Audit Manual.

The year to date performance information is as follows:

- 100% of audits were completed within budgeted time against a target of 90%
- Productive or chargeable time was recorded at 71% of overall time against an annual target of 73% of overall time.
- The average score of the customer satisfaction questionnaires returned is 4 out of 4, against a target of 3.4 (85%).
- The target for implementation of audit recommendations is 100% for high priority recommendations and 90% for medium priority recommendations. The current rate of implementation of all recommendations is 76%, with 75% of all medium priority and 100% of all high priority recommendations having been implemented. Further information was shown as Appendix C.

RESOLVED – That the information be noted.

**ASC347 DATE AND TIME OF NEXT MEETING**

The next meeting of the Committee will be held on Monday 27 September 2021 at 10.00 am

**Chair.....**