

# EAST STAFFORDSHIRE BOROUGH COUNCIL

## AUDIT COMMITTEE

Minutes of the Meeting of the Audit Committee held in the Coltman VC Room, Town Hall on 25<sup>th</sup> September 2024 at 6.30pm.

### **Present:**

Councillors A. Mansfield (Chairman), P. Hudson, Z. Krupski and M. Slater

### **Officers Present:**

Lloyd Haynes (Chief Financial s151 Officer), Daniel Binks (Chief Accountant) and Daniel Caulkett (Democratic Services Officer)

### **Also Present:**

Tracy Barnard-Ghaut, Ruby Deo (360 Assurance) and Laura Hinsley (Azets)

Apologies for absence were received from: Councillors T. Hadley, M. Huckerby and S. Sankey

### 75/24 **DECLARATIONS OF INTEREST**

There were no declarations of interest at the commencement of the meeting.

### 76/24 **URGENT BUSINESS**

There was no urgent business submitted to the meeting pursuant to Rule 12.

### 77/24 **QUESTIONS FROM MEMBERS OF THE PUBLIC**

There were no questions from members of the public submitted.

### 78/24 **QUESTIONS FROM MEMBERS OF THE COMMITTEE**

There were no questions from members of the Committee submitted.

### 79/24 **PUBLIC MINUTES**

#### **Resolved:**

That the Public Minutes of the Meeting held on the 26<sup>th</sup> June 2024 be approved by the Committee and signed as a correct record.

Voting concerning the above decision was as follows.

Those voting for the motion	Those voting against	Those abstaining
Councillor A. Mansfield Councillor P. Hudson Councillor Z. Krupski Councillor M. Slater		

80/24 **INTERNAL AUDIT PROGRESS REPORT**

The representatives of 360 Assurance provided an update on the progress made in relation to completion of the Council's 2024/25 Internal Audit Plan.

An opportunity for questions followed.

**NOTED.**

81/24 **UPDATE ON EXTERNAL AUDIT PROGRESS**

The representative of Azets provided an oral update on the position of the 2023/24 Statement of Accounts.

An opportunity for questions followed. Committee asked that the Chair write to the auditor of the Staffordshire Pension Fund to seek clarity on when the required assurances will be provided.

**NOTED.**

82/24 **CORPORATE & STRATEGIC RISKS REPORT 2024/25 – QUARTER 1**

The report of the Chief Accountant, on the Strategic and Corporate Risk Register at the end of the first quarter of the 2024/25 financial year was considered.

An opportunity for questions followed.

**NOTED.**

83/24 **TREASURY MANAGEMENT UPDATE REPORT 2024/25 – QUARTER 1**

The report of the Chief Accountant, on the Treasury Management position at the end of the first quarter of the 2024/25 financial year was considered. Appendix A – Investments at 30 June 2024 had been circulated with the report.

An opportunity for questions followed.

**NOTED.**

84/24 **REVIEW AND UPDATE OF RISK MANAGEMENT POLCY**

The report of the Chief Financial / s151 Officer, on the review of the existing Risk Management Policy was considered. The following appendices was circulated with the report:

- Risk Management Policy 2024
- Appendix 1 – Strategic Risk Register Template
- Appendix 2 – Operation Risk Register Template

An opportunity for questions followed. The committee did not propose any changes ahead of the updated policy being reported to Cabinet for approval.

**NOTED.**

85/24 **23/24 QUARTER 4 AND 24/25 QUARTER 1 REPORTING OF WRITE OFFS**

The report of the Chief Financial / s151 Officer, on the items approved for Write Off during Quarter 4 of the 2023/24 financial year and Quarter 1 of the 2024/25 financial year was considered.

An opportunity for questions followed.

**NOTED.**

86/24 **PUBLIC EXECUTIVE DECISION RECORD**

Members considered the Public Executive Decision Record.

An opportunity for questions followed.

**NOTED.**

87/24 **DATE OF THE NEXT MEETING**

The next meeting of the Committee is 16<sup>th</sup> October 2024

88/24 **EXCLUSION OF THE PRESS AND PUBLIC**

**Resolved:**

That, in accordance with Section 100(A) (4) of the Local Government Act, 1972, the Press and Public be excluded from the Meeting during discussion of the following items as it would likely, in view of the nature of the business to be transacted or the nature of the proceedings that there would be disclosed exempt information as defined in the paragraph of Part 1 of Schedule 12A of the Act indicated in brackets before each item number on the Agenda.

PRIVATE MINUTES

## INTERNAL AUDIT ACTION TRACKING

Voting concerning the above decision was as follows.

Those voting for the motion	Those voting against	Those abstaining
Councillor A. Mansfield Councillor P. Hudson Councillor Z. Krupski Councillor M. Slater		