

Bristol City Council

Minutes of the Audit Committee

24 June 2016 at 9.30 am



Members Present:-

Councillors: Nicola Beech, Helen Godwin, Gary Hopkins, Olly Mead, Liz Radford, Clive Stevens and Brenda McLennan

Officers in Attendance:-

1. Election of Chair

Councillor Olly Mead was elected Chair for the 2016/17 municipal year.

2. Election of Vice Chair

Councillor Clive Stevens was elected Vice Chair for the 2016/17 municipal year.

3. Welcome, Introductions Apologies and Safety Information

Apologies were received from Councillor Bowden-Jones and Ken Guy.

4. Membership of the Committee

The Membership of the Audit Committee was noted as –

Councillor Nicola Beech; Councillor Nicola Bowden-Jones; Councillor Helen Godwin; Councillor Gary Hopkins; Councillor Olly Mead; Councillor Liz Radford; Councillor Clive Stevens.

Independent Members: Ken Guy; Brenda McLennan.

5. Terms of Reference

The Terms of Reference as approved at Full Council on 31 May 2016, were noted.



6. Dates and Times of meetings 2016/17 all at 9.30 am

2016	2017
22 July	27 January
23 September	24 March
25 November	26 May

7. Public Forum

No	Public forum item	Author
1	Social Value	Councillor Gill Kirk
2	Southmead/Horfield TRO scheme	Ken Thawley
3	Southmead TRO scheme	David Adlam

The Audit Committee noted the statements.

Statement 1 - the Committee acknowledged the importance of Social Value in respect of the Council's commissioning and procurement process and the Chief Internal Auditor confirmed that this was being implemented. A point was raised that some Neighbourhood Partnerships used a 'scorecard' system when allocating grants to enable greater clarity regarding social value. It was emphasised that it would be desirable to have a higher degree of subjectivity to challenge social value aspects. The Committee requested that the Chief Internal Auditor investigate if this was the case.

Statements 2&3 - the Committee received two statements in respect of the Southmead and Horfield Traffic Regulation Order Scheme concerning limited parking restrictions near the new Southmead hospital to limit commuter parking.

The Committee noted the comments made and acknowledged that this issue should be considered by the Place Scrutiny Commission who was asked to further consider –

1. If the proper process was followed particularly with regard to the 48 hours that had been given between the publication of some of the proposals and the deadline for comments to be submitted in response;
2. Whether current processes were sufficient to enable proper engagement from the public;
3. What could be done by the Council to address the issue caused by the TRO proposals;
4. What could be done to ensure access to the hospital site by car;
5. Clarify if the implementation of the proposals were in line with the planning permission concept of mitigation with regard to the parking restrictions.

8. Declarations of Interest



None were declared.

9. Minutes of Previous Meeting

The Minutes of the 29 April 2016 were agreed as an accurate record.

10 Action sheet

Actions were noted. Chief Internal Auditor referred to item 2, review of financial Regulations, and informed the Committee that a draft report had been prepared. A final report would be brought to the next Audit Committee meeting in July.

11 Draft Work Programme

The draft Work Programme was considered.

During consideration the following points were made:

1. The July meeting of the Audit Committee would include a more detailed session on Governance and Risk;
2. A report regarding the work of the Council's Trading Companies would be brought to the Audit Committee once more detail was known, following a meeting between the Chief Internal Auditor and the Company Secretary;
3. The Corporate Risk Register would be brought to the July Audit Committee and would now include the outcome from consideration of the impact of the results of the European Union referendum which had resulted in the United Kingdom deciding to leave the EU.

Resolved:- that, subject to the above comments, the Work Programme be noted.

12 Internal Audit Plan report 2016/17

The Committee received a report from the Chief Internal Auditor requesting the approval of the Internal Audit Plan for 2016/17 and re-approval of the Internal Audit Charter, Terms of Reference and Strategic Statement following its recent update.

During the discussion, the following points were made:

1. The Plan might change during the municipal year based on the level of risk;



2. An additional half post was being resourced to assist further work related to fraudulent tenancy activity, details of this would be reported to the July Audit Committee meeting as part of the Internal Audit Annual Report 2015/16;
3. Regarding additional resource the Committee was reminded that its role was to ensure that resources were sufficient and where it was considered insufficient Members of the Audit Committee could, by monitoring and interaction, seek to improve this.

Resolved :- that the Internal Audit Plan for 2016/17 be approved and the Internal Audit Charter, Terms of Reference and Strategic Statement, following its recent update, be re-approved.

13 Bristol City Council - External Audit progress report - June 2016

The Committee received a report from the External Auditor BDO Accountants which provided an update of audit work for 2015/16.

The Committee noted that the principal objectives were to review and report on, the extent required by the relevant legislation and the requirements of the Code of Audit Practice for Local Government, the audited body's :

- financial statements;
- arrangements for securing economy, efficiency and effectiveness in its use of resources.

There was also a requirement to certify specified grant claims and returns as directed by Public Sector Audit Appointments Ltd. An assessment would be made to determine whether the arrangements put in place by the Council would allow for completion of the work by the expected deadlines and whether there were any issues that were likely to have a significant impact on the ability to provide unmodified audit reports and opinions.

The Committee noted that final audit work was starting next week with 'sign off' anticipated to be end of August or early September.

Resolved:- that the report be noted.

14 Honorary Aldermen nominations

The Committee received a report from the Interim Service Director – Legal and Democratic Services to consider the nominations for Honorary Aldermen/Women, as nominated by the respective political groups, and make a recommendation to Full Council on the appointment of new aldermen/women.

The Committee noted the criteria as set out in the report for conferring Alderman/Woman status. In addition some committee members referred to the Full Council AGM on 31 May, 2016 which had further considered this and which had concluded that the criteria for nomination needed to be re-visited. Having regard to this the Committee went through the nominations according to those who met the criteria and



in relation to the discussion at Council. Some members were approved, some not and others deferred pending review of the criteria, as set out below.

Bill Payne	Honorary Alderman status not conferred
Jenny Smith	Honorary Alderman status conferred
Mike Wollacott	Honorary Alderman status not conferred
David Morris	Honorary Alderman status conferred
Alastair Watson	Honorary Alderman status conferred
Gus Hoyt	Defer pending review of nomination criteria
Tess Green	Defer pending review of nomination criteria
Rob Telford	Defer pending review of nomination criteria
Tim Malnick	Defer pending review of nomination criteria
Ani Stafford-Townsend	Defer pending review of nomination criteria
Simon Cook	Honorary Alderman status conferred
Christian Martin	Defer pending review of nomination criteria
Glenise Morgan	Honorary Alderman status conferred

Resolved:- that due to their significant contribution to the local community the title of Honorary Alderman/Woman be conferred upon:

Jenny Smith;
David Morris;
Alastair Watson;
Simon Cook;
Glenise Morgan;

and that this be recommended to Full Council accordingly.

The meeting finished at 11 am.

CHAIR

