

AUDIT AND RESOURCES COMMITTEE

Tuesday, 20 October 2020 (6:15 pm – 7:12 pm)

PRESENT:

Councillor Holes (Chairman); Councillors Rushton, Atkinson, Bourne, Manning, Irish, Trace, Tyson-Payne and Tennent

Also in attendance: Councillor Grajewski

Apologies for absence were received from Councillor Dean

RESOLVED ITEMS (SUBJECT TO QUESTIONS ONLY)

11. PUBLIC PARTICIPATION

There was no public participation on this occasion.

12. MINUTES

RESOLVED –

That the Minutes of the meeting held on 8 September 2020 be confirmed and signed by the Chair as a correct record.

13. DECLARATIONS OF INTEREST

There were no declarations of interest in relation to items of business on the agenda.

14. EXTERNAL AUDIT PROGRESS

There was no update. Ernst and Young LLP will be at the next meeting. It was confirmed that the cost of fees for the additional work with regards to COVID was not yet known.

15. HEALTH AND SAFETY ANNUAL REPORT

Councillor Tennent joined the meeting at 18:54.

The Facilities Manager introduced the report and highlighted that there had been an increase on documents and operative training across the Council. The appointment of two temporary Health and Safety Specialists had been agreed.

Concerns were raised that Health and Safety was not clearly documented on the Council's website. This would be investigated and rectified so that policies were transparent.

The Facilities Manager and Councillor Holes agreed to arrange a meeting to discuss health and safety.

15. VERBAL UPDATES FROM MEMBERS REPRESENTING STRATEGIC RISK MANAGEMENT GROUP (SRMG) / PROCUREMENT EXECUTIVE GROUP (PEG)/HOUSING GROUP

(a) Strategic Risk Management Group (SRMG)

Councillor Tyson-Payne reported that a meeting was held on 10 September 2020 where an update was provided on the Health and Safety Risk Register. There were no further updates following the Health and Safety Annual Report. The Risk Registers for COVID, Parks and Strategic Directorate were good. Horton Heath Risk Register was being developed and expected at the next meeting.

(b) Procurement Executive Group (PEG)

Councillor Atkinson reported that the Group had met and discussed draft Contract Standing Orders which would be presented at a meeting in November. The Staff Hub was not available to Members which the Head of Legal was looking in to. The Health and Safety documents were requested; the Chief Financial Officer will speak discuss with relevant officers and report back.

(c) Housing Group

Councillor Atkinson reported that the Group had met on 7 October where an update on housing projects running at present was provided. There were no concerns in terms of delays or budget related to Horton Heath.

16. ACTION LIST

The Committee considered the Action List, which set out the recent decisions and subsequent actions arising from the Committee.

It was AGREED -

- (1) That the Action List be noted; and**
- (2) The meeting for the Housing Group be removed as this had been set up.**

17. CABINET FORWARD PLAN

The Committee considered the current Forward Plan of Key Decisions.

It was AGREED -

That the current Forward Plan be noted.

18. A&R WORK PROGRAMME

The Committee considered its current Work Programme. The Chief Financial Officer agreed that the Write Off of Irrecoverable Debts Report be presented at the meeting in November along with the report on the position of Property Portfolios.

It was AGREED -

That the Work Programme be noted.