

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

AUDIT COMMITTEE

Minutes of the meeting of the Audit Committee held at the County Borough Council Offices, The Pavilions, Clydach Vale on Monday, 25 January 2016 at 5 p.m.

PRESENT

Mr. R. Hull – in the Chair

County Borough Councillors

(Mrs) J.Bunnage, P.Griffiths, (Mrs) S.Jones, P.Wasley and E.Webster

In Attendance:

County Borough Councillor L.M.Adams

Officers in Attendance

Mr.C.B.Jones – Service Director, Legal & Democratic Services

Mr.P.Griffiths – Service Director, Performance & Improvement

Mr.M.Crumbie – Operational Audit Manager

Ms.L.Cumpston – Group Audit Manager

Wales Audit Office

Mr.M.Jones

37 APOLOGIES FOR ABSENCE

Apologies for absence were received from County Borough Councillors (Mrs) A. Calvert, A.L. Davies, MBE, C. Davies, M. Griffiths, R.K. Turner, M.J. Watts, D.Weeks and C.J. Willis.

38 DECLARATION OF INTEREST

There were no declarations of personal interests in matters pertaining to the agenda.

39 MINUTES

RESOLVED to approve as an accurate record, the minutes of the meeting of the Audit Committee held on 7 December 2015.

In relation to Minute No.35, the Operational Audit Manager confirmed that:

- an audit review of Asbestos Management would be included within the Audit Plan for 2016/17.
- the recommendation to introduce a standardised pro-forma for recording key information relating to potential waste related issues that require further investigation/action had been fully implemented. Work

was ongoing in respect of the development of an electronic database to record any waste related issues identified by recycling crews.

- the Director of Education & Lifelong Learning would communicate to school staff that personal loyalty cards should not be used when making purchases on behalf of the School Private Fund.

REPORTS OF THE GROUP DIRECTOR, CORPORATE & FRONTLINE SERVICES

40 INTERNAL AUDIT PERFORMANCE

The Operational Audit Manager outlined the report which provided the Committee with the status of each planned audit review, the quarter in which the audit is/was planned to commence and the detailed performance information for each Internal Audit review. The report also provided a summary of the status of all recommendations made by the Internal Audit Service.

As at 31st December 2015, 56% of the Audit Plan had been completed to report stage. The Operational Audit Manager indicated that it was not forecast for 100% of the audit plan to be completed by year end and as such indicated an exercise would take place shortly to identify those audit reviews that must be completed by 31st March 2016 in order to provide an appropriate level of assurance within the Head of Internal Audit Annual Report for 2015/16.

Following consideration of the report, it was **RESOLVED** to note the information.

41 FINALISED AUDIT ASSIGNMENTS 2015/16

The Operational Audit Manager provided the Committee with a summary of the following audit assignments completed between 1st and 31st December 2015:

Community & Children's Services

- Community Equipment Service and Workchoice Grant

Education & Lifelong Learning

- Cymmer Junior School
- Ffynon Taf Primary School
- St John Baptist CIW High School – Follow Up
- St Margaret's Catholic Primary School
- Ysgol Yr Eos

and following consideration of the outcomes of the various assignments, it was **RESOLVED** to note the information.

**R.HULL
CHAIRMAN**

The meeting terminated at 5.15 p.m.