



Minutes

Audit Committee

Date: 19 October 2018

Time: 10.30 am

Venue: Fire and Rescue Service Headquarters, Birkenshaw

Present: Councillor R Grahame (in the Chair), G Almas, R Downes, M Pervaiz and K Renshaw

In Attendance: S Straker – Kirklees MC Internal Audit

Apologies: Councillor L Holmes

11 Minutes of the last meeting

RESOLVED

That the Minutes of the meeting held on 27 July 2018 be signed by the Chair as a correct record.

12 Urgent items

None.

13 Admission of the public

RESOLVED

That the public and press be excluded from the meeting during consideration of the item of business specified below as it was likely in view of the nature of the business to be transacted or the nature of the proceedings that if members of the public and press were present during this item, there would be disclosure to them of exempt information of the descriptions specified.

AGENDA ITEM NO.	TITLE OF REPORT	MINUTE NUMBER	Description of exempt information by reference to the paragraph number in Schedule 12A of the Local Government Act 1972
E8	Risk Management and Business Continuity Update	18	Paragraph 3 – information relating to financial or business affairs

14 Declarations of interest

There were no declarations of disclosable pecuniary interest in any matter under consideration at the meeting.

15 Internal audit quarterly review

Consideration was given to a report of the Chief Finance and Procurement Officer which advised of the internal audit activity for the period July to September 2018.

One business risk had been completed and received limited assurance (Commercial Premises Management system) and three further audits were reported to be in progress. One of these had since been completed (Additional Responsibility Allowance policy) and had also received limited assurance for which Members were advised of reasons for the award. Detail of the recently completed audit would be included in the next internal audit quarterly review report.

RESOLVED

That the report be noted.

16 Abridged performance management report

The Committee received a report of the Chief Legal and Governance Officer which advised Members of the Authority's performance against Key Performance Indicators (KPI's) where targets had not been achieved as follows;

- Arson – much of which had been attributable to the recent hot weather
- Dwelling fires – activation / fitting of smoke alarms and serious injury

It was further reported that no applications, authorisations or rejections had been made under the Regulation of Investigatory Powers Act (RIPA) 2000 during the relevant period.

RESOLVED

- a) That the report be noted; and
- b) That future reports include advice with regard to previous quarterly performance and overall target levels to assist in the ongoing monitoring of performance.

17 ICT strategy programme review

The Director of Service Support submitted a report which advised Members of progress in the second year of the ICT strategy programme to the end of July 2018.

As had previously been reported, the main challenge had been project resourcing against a shrinking workforce and the overall portfolio of change within the organisation.

RESOLVED

That the report be noted.

18 Risk management and business continuity update

((This item was considered as exempt information under Schedule 12(A) of the Local Government Act 1972 – relating to financial or business affairs)

Members received a report of the Chief Legal and Governance Officer which advised of the arrangements and work undertaken to ensure the effective delivery of the risk and business continuity policies during 2017 – 18 and in the current municipal year to date.

RESOLVED

That the report be noted.

Chair