

# BIRMINGHAM CITY COUNCIL

|   |
|---|
| <b>AUDIT COMMITTEE</b><br><b>21 JUNE 2016</b> |
|---|

## **MINUTES OF A MEETING OF THE AUDIT COMMITTEE HELD ON TUESDAY, 21 JUNE 2016 AT 1400 HOURS IN COMMITTEE ROOMS 3 AND 4, COUNCIL HOUSE, BIRMINGHAM**

### **PRESENT:-**

Councillor Chatfield in the Chair;

Councillors Burden, M Jenkins, Robinson, Shah, Spencer and Tilsley.

\*\*\*\*\*

### **NOTICE OF RECORDING/WEBCAST**

- 884 The Chairman advised and the meeting noted that this meeting would be webcast for live or subsequent broadcast via the Council's Internet site ([www.birminghamnewsroom.com](http://www.birminghamnewsroom.com)) and members of the press/public could record and take photographs. The whole of the meeting would be filmed except where there were confidential or exempt items.

---

### **APOLOGIES**

- 885 Apologies were submitted on behalf of Councillor Bore.

---

**The business of the meeting and all discussions in relation to individual reports was available for public inspection via the web-stream.**

### **APPOINTMENT OF COMMITTEE , CHAIR, DEPUTY CHAIR AND MEMBERS**

- 886 **RESOLVED:-**

- (i) That the resolution of the City Council appointing the Committee and Chair, with membership set out below for the period ending with the Annual Meeting of the City Council in May 2017 be noted:-

#### **Labour Group**

Councillors Bore, Burden, Chatfield (Chair), Shah and Spencer.

**Conservative Group**

Councillors M Jenkins and Robinson

**Liberal Democrat Group**

Councillor Tilsley.

- (ii) that Councillor Burden be elected Deputy Chair, for the purpose of substitution for the Chair if absent, for the period ending with the Annual Meeting of the Council in 2017.
- 

**FUNCTIONS**

The following schedule was submitted:-

(See document No 1)

887 **RESOLVED:-**

That the schedule of functions be noted.

---

**DECLARATIONS OF INTEREST**

- 888 Members were reminded that they must declare all relevant pecuniary and non-pecuniary interests relating to any items of business to be discussed at this meeting. If a pecuniary interest was declared a Member must not speak or take part in that agenda item. Any declarations would be recorded in the minutes of the meeting.
- 

**MINUTES**

In response to a question by a Member, Craig Price, Acting Assistant Director, Audit and Risk Management, advised that Councillor Ian Ward, Deputy Leader, had been invited to attend the meeting scheduled to take place on 12 September 2016 (Minute No 866 refers).

889 **RESOLVED:-**

That the public part of the Minutes of the last meeting be noted.

---

**BIRMINGHAM EDUCATION PARTNERSHIP RISK**

John Sidebottom, Education Programme Manager, tabled the following document, highlighted the salient points and responded to Members' comments:-

(See document No 2)

890

**RESOLVED:-**

That the document be noted.

---

**BIRMINGHAM AUDIT – SCHOOLS VISIT PROGRAMME**

The following report of the Acting Assistant Director, Audit and Risk Management was submitted:-

(See document No 3)

Don Price, Group Auditor, and Karen Smith, Principal Auditor, introduced the report and responded to Members' comments.

The Chairman requested that a progress report be submitted in 12 months' time.

891

**RESOLVED:-**

That the report be noted.

---

**BIRMINGHAM AUDIT – ANNUAL REPORT 2015/16**

The following report of the Acting Assistant Director, Audit and Risk Management, was submitted:-

(See document No 4)

Craig Price, Acting Assistant Director, Audit and Risk Management, introduced the report and responded to Members' comments.

He undertook to provide information regarding:-

- (i) the timescale for eradicating the backlog of assessments relating to the deprivation of liberty standards referred to in paragraph 14.1 of Appendix A of the report;
- (ii) the recovery of salary overpayments referred to in paragraph 14.4.3 of Appendix A of the report.

892

**RESOLVED:-**

- (i) That the report be noted and the annual assurance opinion for 2015/16 referred to in paragraph 4.5 be accepted; further that reasonable assurance is reported;
  - (ii) that approval be given to the internal audit charter as set out in the report now submitted;
  - (iii) that approval be given to the annual internal audit plan as set out in the report now submitted.
- 

**ANNUAL REVIEW OF THE EFFECTIVENESS OF THE SYSTEMS OF INTERNAL AUDIT**

The following report of the Strategic Director of Finance and Legal was submitted:-

(See document No 5)

Craig Price, Acting Assistant Director, Audit and Risk Management, and Phil Jones, Grant Thornton, introduced the report and responded to Members' comments.

893

**RESOLVED:-**

That the report be noted.

---

**2015/16 ANNUAL GOVERNANCE STATEMENT**

The following report of the Strategic Director of Finance and Legal was submitted:-

(See document No 6)

Sarah Dunlavy, Assistant Director, Financial Services, introduced the report and, together with Craig Price, Acting Assistant Director, Audit and Risk Management, and Phil Jones, Grant Thornton, responded to Members' comments.

A Member suggested that the table set out in paragraph 6.1 of the Annual Governance Statement should include a heading for each governance issue and that there should be specific reference to budget monitoring.

894 **RESOLVED:-**

- (i) That the Annual Governance Statement, which will be included in the 2015/16 Statement of Accounts, be approved;
  - (ii) that it be noted that the arrangements for the management of the items set out in Section 6 of the Annual Governance Statement are due to be reported to the Audit Committee in November 2016 and March 2017.
- 

**GRANT THORNTON – PROGRESS REPORT**

The following report of the External Auditor, Grant Thornton, was submitted:-

(See document No 7)

A member commented on the report and Phil Jones, Grant Thornton, responded thereto.

895 **RESOLVED:-**

That the report be noted.

---

**DATES AND TIME OF MEETING**

Councillor Spencer pointed out that a meeting of the Hall Green District Committee, on which she and Councillor Burden served, was also scheduled to take place on 28 March 2017 at 1400 hours. She requested and the Chairman agreed to consult Members regarding holding the Audit Committee on a different date.

896 **RESOLVED:-**

- (i) That the Committee meets on the following Tuesdays at 1400 hours in the Council House:-

**2016**

26 July  
12 September (Monday)  
22 November

**2017**

31 January

- (ii) that the Chairman consult Members regarding a possible alternative date on which to hold a meeting in March 2017.
- 

**OTHER URGENT BUSINESS**

897 No other urgent business was raised.

---

**AUTHORITY TO CHAIRMAN AND OFFICERS**

898

**RESOLVED:-**

That in an urgent situation between meetings the Chair, jointly with the relevant Chief Officer, has authority to act on behalf of the Committee.

---

**MINUTES (PRIVATE)**

899

**RESOLVED:-**

That the Minutes of the last meeting be confirmed and signed.

---

The meeting ended at 1540 hours.

.....  
CHAIRMAN