

AUDIT AND STANDARDS COMMITTEE

25 March 2019



Minutes of the Audit and Standards Committee held at the Town Hall, Bexhill-on-Sea on Monday 25 March 2019 at 6:30pm.

Committee Members present: G.C. Curtis (Chairman), J. Barnes, Mrs M.L. Barnes, R.K. Bird, K.P. Dixon and I.G.F. Jenkins.

Advisory Officers present: Executive Director (AL), Head of Service Strategy and Planning, Audit Manager, Corporate Transformation Finance Manager and Democratic Services Officer.

Parish/Town Council Representatives: Councillor T.A. Stainsby (Part A Only).

Also present: Darren Wells, Grant Thornton.

AS18/32. MINUTES

The Chairman was authorised to sign the minutes of the meeting of the Audit and Standards Committee held on 10 December 2018 as a correct record of the proceedings.

AS18/33. APOLOGIES

Apologies for absence had been received from Councillor R.C. Carroll, S.D. Elford, Executive Director (MJ) and Assistant Director Resources.

PART A STANDARDS REPORTS - NONE

PART II DECISIONS TAKEN UNDER DELEGATED POWERS

PART B AUDIT REPORTS

AS18/34. GRANT THORNTON EXTERNAL AUDIT PLAN - YEAR ENDING 31 MARCH 2019
(5.1)

The Chairman welcomed Darren Wells from Grant Thornton to the meeting who proceeded to summarise the External Auditors' Annual Audit Plan report for the year ending 31 March 2019. The purpose of the report was to highlight and explain the key issues which Grant Thornton believed to be relevant to the audit of the financial statements and use of resources of the Council for the 2018/19 financial year.

The report formed a key part of Grant Thornton's communications strategy with the Council which was designed to promote effective two-way communications throughout the audit process. Darren Wells guided Members through the comprehensive plan which gave details of: Key Matters Impacting the Audit; Significant Risks Identified; Other Risks Identified; Other Matters; Materiality; Value for Money Arrangements; Audit Logistics, Team and Fees; Early Close; Independence and Non-Audit Services. The following points were highlighted for Members' attention:

- the Council's planning materiality had been set at £916,000;
- key risks included the revenue cycle including fraudulent transactions, management override of control, valuation of property, plant and equipment and valuation of pension fund net liability (which were all common risks associated with most councils) and the incomplete or inaccurate financial information transferred to the new general ledger; and
- the proposed audit fee was £37,059.

RESOLVED: That the report be noted.

AS18/35.
(6.1)

INTERNAL AUDIT REPORT TO 31 DECEMBER 2018

The Audit Manager led Members through the internal audit report to 31 December 2018 that gave details of audit matters and any emerging issues, not only in relation to audit but risk management and corporate governance. It was advised that Internal Audit were still on target to complete the majority of the work planned for 2018/19 by 31 March 2019.

The report gave details of the four audits completed in the quarter (Procurement, Treasury Management, Housing Temporary Accommodation and Joint Waste Contract – Central Admin). Two of these provided good or substantial performance on the overall governance arrangements; however the other two audits (Procurement and Housing Temporary Accommodation) only provided limited assurance.

The Procurement audit received a limited rating due to the number of issues found. None of these could be considered to be high risk in isolation, but their combined impact underlined the need for improvements in control.

The Housing Temporary Accommodation audit also highlighted a number of issues, but it mainly received a limited rating because of the shortage of temporary accommodation within the district and the increased cost of the service. The Head of Service Housing and Community had since reported that 12 units of temporary accommodation had been secured in Bexhill.

Good progress continued to be made implementing audit recommendations in both the current and previous years. There remained some outstanding older recommendations that were still not

resolved and these were kept under review by the Audit Manager. All of these related to ICT and Data Protection issues and those cases where there had been little or no progress over the previous six months had already been escalated to the Executive Director for further investigation.

Under the Accounts and Audit Regulations 2015, ultimate responsibility for maintaining a sound system of internal control rested with the Council, but this had been delegated to the Assistant Director Resources (Section 151 officer). The assessment of the control environment was made by reviewing the recommendations made in Internal Audit reports and by the production of the Annual Governance Statement (AGS) (see Minute AS18/38 below). Four areas had been identified for inclusion in the AGS by the Audit Manager because the internal control environment had not been satisfactory, namely Homelessness Prevention Grants and Loans, Procurement, Housing Temporary Accommodation and U4BW ERP Finance Modules. Other issues that may have had an impact on the Council included:

- **Joint Waste Contract** – the Council was currently managing the current out-going contractor and simultaneously overseeing the preparations for the start of the new contract due to commence on 29 June 2019.
- **U4BW ERP Implementation Project** – originally due to complete in April 2018, but was still ongoing. Work on the remaining modules was at an advanced stage and were due to go live in early 2019/20.
- **BREXIT** – preparations for the possibility of a no deal exit from the European Union were being made, but many of the potential issues fell outside the Council's control. It was therefore difficult to estimate what impact a no deal exit would have had.

Areas of emerging risk included: property investment to stimulate economic activity and generate rental income and the system administration support for the new U4BW ERP system, which was far more complex than the old Agresso system, leading to concerns about whether there were sufficient resources in place to administer the system effectively.

Members had an opportunity to put forward questions and the following points were noted during the discussion:

- the procurement audit had highlighted some of the same issues as raised previously. Members requested a progress update on the Procurement Strategy and Service Level Agreement with the East Sussex Procurement Hub at the next meeting; and
- Members were pleased to note that 21 units of temporary accommodation had been secured in Bexhill, as part of the work within the Housing, Homelessness and Rough Sleeping Strategy and therefore working towards raising the assurance rating of the Housing Temporary Accommodation audit.

Taking all of the factors highlighted in the report and the quarterly reports into account, the draft Internal Audit assessment of the

Council's framework of governance, risk management and control it was adequate and effective.

RESOLVED: That:

- 1) the Internal Audit report to 31 December 2018 (including the Audit Manager's draft overall assessment of the Council's internal control systems and draft opinion on the control environment) be noted; and
- 2) a progress update on the Procurement Strategy and Service Level Agreement with the East Sussex Procurement Hub be provided at the next Audit and Standards Committee meeting.

AS18/36.
(6.2)

INTERNAL AUDIT STRATEGY AND PLAN 2019/20 TO 2021/22

Consideration was given to the report of the Executive Director on the Internal Audit Strategy and Plan for 2019/20 to 2021/22.

The existing Internal Audit Strategy (last approved by Members in 2016) had been reviewed and updated; the revised strategy (with tracked changes) was included in Appendix A to the report for Members' approval.

The Strategic Audit Plan set out the work programme for Internal Audit activity over a three year period, 2019/20 to 2021/22 and was attached in Appendix B to the report.

The Plan had been compiled by the Audit Manager in accordance with the Internal Audit Charter 2017 and was based on a risk assessment carried out in January 2019. All systems/activities rated as high risk had been included in the Plan, except where they had recently been reviewed. All other audits in the Plan were medium risk items and were only reviewed once in the three-year cycle. In addition, the Plan also included provisions for known consulting activities and counter fraud work.

The Council had recently secured £20,000 of former Department for Communities and Local Government counter fraud funding via the East Sussex Counter Fraud Hub which the Audit Manager was looking to fund a fixed-term Investigator post with in partnership with Hastings Borough Council. If successful, this would boost counter fraud activity in Rother.

A significant portion of the Plan was devoted to Governance Audit work, owing to the importance of the assurance these audits provided. However, the External Auditors no longer specifically relied on this work when forming their own opinion on the Council's final accounts, therefore, rather than providing full coverage every year, it had been agreed with the Strategic Management Team that Internal Audit would adopt a risk-based approach to all future Governance Audits in line with other audit work.

All areas key to the integrity of the Council's financial accounts would continue to be checked annually, but all other coverage would be determined based on an evaluation of risk. Therefore not all aspects of the Governance Audits would be reviewed each year, and some of the audits would receive more detailed coverage than others.

The flexible nature of the new approach made planning more difficult; the time allocations in years two (2020/21) and three (2021/22) were therefore estimates and the Audit Manager needed to revise them before the final Audit Plan was agreed in each of these years.

The Audit Manager advised that the new Joint Waste contract would be reviewed annually to ensure that objectives were being met.

The Executive Directors, the Heads of Service, and External Audit had all been consulted about the contents of the Plan, and the final version detailed in the report was reviewed by the Strategic Management Team in February 2019 and was supported by them.

The resources for year one of the Strategic Audit Plan (2019/20) were shown in Appendix C to the report, which demonstrated that it would be possible to meet the total resource requirement with existing staff resources.

It was important that the Plan covered a wide range of activities each year, as the overriding objective of using a risk-based approach to compile the Plan was to obtain sufficient assurance from the audit work to enable the Audit Manager to present an annual Internal Audit opinion on the adequacy of the control environment.

Progress against the Plan would be monitored by the Audit Manager and reported to the Audit and Standards Committee once a quarter. The content of the Plan would also be kept under review by the Audit Manager in liaison with the Strategic Management Team and Heads of Service, and adjusted if required, to ensure that it continued to reflect the Council's needs and priorities.

Planning was a key part of the Strategy and the Audit Plan needed to provide sufficient coverage to meet the Council's statutory duty. The three-year Strategic Audit Plan aimed to meet this requirement by optimising the effectiveness of Internal Audit so as to contribute to the achievement of sound governance.

RESOLVED: That the revised Internal Audit Strategy and Plan for 2019/20 to 2021/22 be approved.

AS18/37.
(6.3)

REVIEW OF INTERNAL AUDIT 2018/19

The Public Sector Internal Audit Standards required the Council to conduct periodic self-assessments of the effectiveness of Internal Audit. The Council's Audit Manager considered it beneficial for this review to be carried out annually, and for Members to review the findings, prior to 31 March of the financial year to which it related, as

approval ahead of the preparation of the Annual Governance Statement allowed documentation to place reliance on the effectiveness of Internal Audit.

The Public Sector Internal Audit Standards (the Standards) aimed to achieve consistent industry standards for Internal Audit and included a Quality Assurance and Improvement Programme which stipulated the need for both internal and external assessments.

The Audit Manager carried out an annual self-assessment review of the Internal Audit function using a comprehensive checklist; the results of the review for 2018/19 had been summarised and were appended to the report for Members' consideration; Members were able to see a full copy of the compliance report on request. It was noted that no areas of material non-compliance with the Standards had been found; where an item on the checklist was either non or partially compliant, an explanatory comment and corresponding item had been included in the 2018/19 Action Plan.

Members were reminded that an external peer review had been completed in 2017/18 and the results were reported to the Audit and Standards Committee on 26 June 2017 (Minute AS17/14 refers). No significant issues were found and the Assessment Team concluded that "the Internal Audit Service of Rother District Council generally conforms to the Public Sector Internal Audit Standards (PSIAS) and general good practice for the profession".

It was reported that Rother's Internal Audit Service currently achieved a good level of compliance with the Standards and none of the areas of partial compliance were significant in nature.

Progress against the Action Plan from last year's review was provided at Appendix B to the report. It was confirmed that action had been taken on all the points raised.

The 2018/19 review of internal audit concluded that there was a high level of overall effectiveness which had been supported by the Council's Section 151 and Monitoring Officers.

RESOLVED: That the Review of Internal Audit 2018/19 be approved.

AS18/38.
(6.4)

ANNUAL GOVERNANCE STATEMENT 2018/19

The Accounts and Audit Regulations required the Council to review, at least annually, its governance arrangements and, following this review, to agree an Annual Governance Statement (AGS). It was also a requirement for the Council to demonstrate awareness of where weaknesses existed within the governance arrangements and to develop and implement appropriate improvement plans.

The AGS comprised an assessment of governance arrangements and internal controls across the whole organisation against the Council's

Code of Corporate Governance and whether these were supported by robust assurance processes. The review included:

- the robustness of the Council's risk management, performance management, financial management, legal and regulatory, IT and human resources processes and having the evidence to support that these were in place;
- the governance arrangements in place for the management of partnerships;
- the work and effectiveness of the internal audit function; and
- assurances from those managing the business (i.e. Service Managers) that the processes within their areas were robust and complied with.

The outcome of the review was set out within the Statement and the significant governance issues were summarised within the report. Progress against the areas for review in the 2017/18 statement was confirmed as follows:

- Counter Fraud Strategy – draft had been produced but was yet to be finalised pending decision on scope of fixed term Investigator post.
- Requirements under the new General Data Protection Regulations (GDPR) – the Council had responded well to the introduction of the new regulations. Further work was planned in 2019/20 including providing annual refresher training for staff.
- Revised Communication Strategy – an officer Communications Board supported by service liaison meetings had been established. The Board met quarterly to best manage planned major communications (e.g. annual council tax billing) and to take on lessons learned from previous communications. The Board also took on issues raised through the service liaison meetings.
- Revised Procurement Strategy – working with East Sussex Procurement Hub to update the procurement strategies for all Councils.
- Update to the Council Workforce Plan – a new workforce plan was in preparation, looking at a number of factors that would direct the skills and training for employees of the Council.
- Colonnade Café/Restaurant – a decision was made to establish and run a new catering operation at the Colonnade on the Bexhill promenade. The Café operated for a short period during which time the operation was offered to the market for an external operator to run it. This proved successful and the operator took control in December 2018, delivering the Council a rental stream from 2019/20.

Internal Audit Reviews Showing Unacceptable Internal Control Environment:

- (i) Homelessness Prevention Grant and Loans
- (ii) Procurement
- (iii) Housing Temporary Accommodation
- (iv) U4BW ERP Finance Modules

Other Issues and areas of emerging risk that may impact on the Council:

Joint Waste Contract
U4BW ERP Implementation Project
BREXIT
U4BW System Administration Support
Further reductions in Government funding
Business Rate Retention Scheme
Capital Programme
Joint Working
Local government recruitment
Property Investment

The report showed the robust approach the Council took to ensuring good governance. The issues highlighted through inspection, both internal and external, provided assurance that the controls and procedures in place provided Members with a high degree of assurance. The report highlighted the areas where improvement was required and highlighted the risks to the Council and its partners resulting from the poor economic climate and the associated impact on funding in the public sector.

RESOLVED: That:

- 1) the Annual Governance Statement be approved; and
- 2) the Statement be signed by the Leader of the Council and the Executive Directors.

AS18/39.
(6.5)

TREASURY MANAGEMENT STRATEGY STATEMENT AND ANNUAL INVESTMENT STRATEGY

Full Council had approved the 2019/20 treasury management strategy, the annual investment strategy and the Capital Strategy in February 2019 and Members received the report of the Executive Directors which provided details of the three strategies. The Capital Strategy was a new requirement for 2019/20 and gave a high level overview of how capital expenditure, capital financing and treasury management contributed to the provision of local public services.

The treasury management strategy covered two main areas: capital issues and treasury management issues. The Council used Link Asset Services as their treasury advisors.

The key prudential indicator was the Council's capital expenditure and the funding of that expenditure. The most significant item of spend was the regeneration investment of £35m between 2018/19 and 2020/21. This was funded from borrowing and the Capital Financing requirement, a measure of the Council's indebtedness which would rise to £35m by March 2021. It would then begin to fall as the Council made provision for the repayment of that debt through the minimum revenue provision.

Interest rates were predicted to increase in the future, but much uncertainty existed at the time due to BREXIT.

Members were advised that income from investments as a percentage of the net revenue stream would not rise above 10%.

RESOLVED: That the:

- 1) Treasury Management Strategy as set out at Appendix A be noted;
- 2) Annual Investment Strategy as set out at Appendix B be noted; and
- 3) Capital Strategy as set out at Appendix C be noted.

AS18/40.
(6.6)

ANNUAL PROPERTY INVESTMENT UPDATE

On 18 December 2017 (Minute C17/46 refers), Council approved the creation of a Property Investment Strategy with a £7m initial budget as part of the capital programme and the establishment of the Property Investment Panel (PIP) who would oversee and authorise the various investment opportunities.

On 26 February 2018 (Minute C17/65 refers), Council approved the capital programme up to 2022/23, which included a revised budget of £35m to enable economic regeneration through property investment which was to be funded through borrowing.

Property investments that had been considered as part of the Strategy fell into two main categories; investments in existing properties and development opportunities. Investments in existing properties provided an immediate financial return for the authority and were likely to consist of built commercial space with an existing rent-paying tenant. Development opportunities were sites or land that were acquired for the purposes of development/redevelopment and achieving a longer term income.

Once opportunities were identified, they were recorded by officers and were then subject to a seven stage acquisition process outlined in Appendix 1 to the report. Progress through the various stages was then monitored and recorded onto a spreadsheet at confidential Appendix 2 to the report.

Following an initial screening, a high level financial appraisal of the site was undertaken and where necessary a site visit conducted. Identified properties were then progressed for discussion by the Property Investment Group (consisting of the Executive Director, Assistant Director Resources, Head of Service Acquisitions Transformation and Regeneration, Property Investment Manager and other property and finance officers as necessary), which met weekly to consider the potential return on investment, economic benefit to the district, evaluate the risk and set parameters for negotiation.

Following agreement on the purchase price and heads of terms, a report was written for consideration by the PIP which provided a detailed site description, rationale for acquisition, details on any existing tenants, details on the valuation agreed, provisional reports on title, the return on investment appraisal and associated financial, legal, environmental and planning risks. Following approval of the PIP, officers and legal undertook the necessary due diligence required for exchange and completion.

Members were advised that the PIP had approved the acquisition of six properties with a total value of £12.6m. Four had been acquired, one stalled following the implementation of the due diligence process and one was currently still being progressed, but nearing exchange.

The total value of the four properties purchased by the Council as part of the Property Investment Strategy was £2.5m. Members noted, as detailed in confidential Appendix 2, that there were a number of properties that were currently under consideration, of which seven were under negotiation, or undergoing the due diligence process.

The work of the PIP had allowed swift action to facilitate acquisitions that may otherwise have been lost to other investors. Rother District Council was becoming known to agents as being in the market for acquiring property and sites were being brought to the Council's attention. There was the need to be cautious however, as retail was very precarious, and while a number of sites and buildings had been highlighted, the due diligence tests had not proved particularly viable.

Members had an opportunity to put forward questions and the following points were noted during the discussion:

- the PWBL interest rate for borrowing stood at 2.35% on the date of the meeting; and
- the Annual Property Investment Update report would also be considered by the Overview and Scrutiny Committee at its next meeting scheduled for 29 April 2019.

RESOLVED: That the report be noted.

The Confidential Appendix in relation to this matter, as set out at Agenda Item 8 was considered exempt from publication by virtue of Paragraph 1 of Schedule 12A of the Local Government Act 1972, as amended. In accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the Committee did not consider it necessary to exclude the press and public whilst considering this matter

AS18/41
(6.7)

ACCOUNTING POLICIES

Members received the report of the Executive Director which presented the accounting policies that would be used in the preparation of 2018/19 Statement of Accounts and summarised the changes from 2017/18 introduced as a result of amendments to the Code of Practice

on Local Authority Accounting 2018/19 (the Code) or as part of the Council's annual review process. The report also explained the requirement to include notes on the critical judgements used in the production of the Statement of Accounts which had been presented alongside the accounting policies in line with best practice.

The Council's accounting policies were the specific principles, conventions, rules and practices that were applied in the production and presentation of the annual Statement of Accounts. These policies had to be disclosed as a note to the annual accounts; a copy of the policies was attached at Appendix A to the report.

The Code of Practice on Local Authority Accounting for 2018/19 had been examined and accounting policies had been amended / adjusted as necessary. Changes to International Financial Reporting Standards (IFRS) had been incorporated, specifically IFRS 9 (Impairment of financial instruments) and IFRS 15 (Revenue recognition standard).

The main change contained in IFRS 9 was the introduction of a forward looking expected credit loss (ECL) model and the re-categorisation of investments into fair value through the profit and loss (FVPL), amortised cost and fair value through other comprehensive income (FVOCI). The Council had £8m in property funds and it was proposed that these were classified at FVPL, which meant any fall in their value could have impacted on the general fund, but the Ministry of Housing Communities and Local Government had given a statutory override until 2023 to give Council's time to build up a reserve to mitigate future potential losses. All financial instruments (e.g. loan notes / Investment deposits) had to be examined for potential non-payment or credit risk worsening at least on an annual basis. IFRS 9 would make it easier for the reader of the accounts to understand the impact of the Council's investments and exposure to loss.

The new revenue recognition standard in IFRS 15 introduced a single model for income with prescribed steps to identify when control of goods or services passed to the customer, together with associated revenue in the contract between the parties.

In applying the accounting policies set out in Appendix A, the Council needed to make certain judgements about complex transactions or those involving uncertainty about future events. The external auditors (Grant Thornton) were aware of these issues and were providing technical advice. It was recommended (in line with best practice) by the Council's External Auditors that the proposed accounting policies used to prepare the Council's 2018/19 Statement of Accounts were approved by the Council's Audit and Standards Committee before the accounting statements were prepared.

In line with the IFRS and the Code, judgements that management had made in the process of applying the Council's accounting policies that had the most significant effect on the amounts recognised in the financial statements, were shown at Appendix B to the report.

The Council restructured its services in June 2018 and therefore the presentation of the Statement of Accounts for 2018/19 had been changed to reflect the new structure.

National issues that may have had a bearing on the preparation of the accounts were:

- high degree of uncertainty in respect of future levels of funding for local government; and
- financial impact of the United Kingdom leaving the European Union; timing was a concern that the current date for change was 29 March 2019, just prior to the end of the financial year.

RESOLVED: That the proposed accounting policies be adopted in completing the 2018/19 Statement of Accounts and the critical judgements be noted.

AS18/42
(6.8)

UK EXIT FROM THE EUROPEAN UNION (BREXIT)

At the Audit and Standards Committee meeting on 24 September 2018, Members requested that consideration be given to the Strategic Risk Register in order to take into account the potential effects of the impending departure of the United Kingdom from the European Union (EU).

A scenario in which the UK left the EU without agreement (a 'no deal' scenario) was said to be more likely than the previous assessment in December 2018. However it remained in the mutual interests of both the UK and the EU to secure a negotiated outcome. On 14 March 2019, UK Parliament voted to delay the BREXIT process for three months or more, subject to EU agreement.

The Government had published a series of technical notes (plus an overview) that set out information to allow authorities, businesses and citizens to understand what they would need to do in a 'no deal' scenario, so they could make informed plans and preparations. A summary of the technical notes was available by email to any Member wishing to explore this further.

The Local Government Association (LGA) had also written to Leaders setting out the preparations they should be seeing within their Councils, and further information had been received from Central Government Departments which was being analysed and used to inform the EU Exit without a deal preparations.

The risk of implications to other businesses, along with impacts on communities remained the same as reported to the Committee in December 2018 and were shown at Appendix 1 to the report.

Officers had established an EU Exit Working Group which met on a weekly basis to consider communications from Central Government received directly or through the Sussex Resilience Forum Strategic Command conferences, which also took place on a weekly basis until

the 25 March 2019 when they became daily. The Group reviewed the Risk Register each week and kept an action log tracking the Council's preparative activity for EU Exit. Communications were also received through the LGA in which Becky Shaw (CEO East Sussex County Council [ESCC]) was the representative for the SE of England.

All local authorities had received a grant to assist with the resource impacts for having to prepare for EU Exit. Rother District Council received £35,000 in two tranches of £17,500 each; the first was in 2018/19. The Sussex Resilience Forum had also received a regional grant into which the Council could bid for further financial assistance if special regional circumstances arose that affected the Rother district.

Officers would continue to monitor the situation, working with other East Sussex Councils and the Sussex Resilience Forum and keep Members up to date as changes occurred. Any changes to the Council's budgets or policies would be brought to Members for consideration and approval.

Members had an opportunity to put forward questions and the following points were noted during the discussion:

- investment in the district was raised as a concern and Members noted the importance of the Coastal Towns Programme for further funding;
- the Executive Director advised Members that no decisions had been made on how the £35,000 grant would be spent, but consideration was being given to creating temporary posts within help points to deal with increased enquiries;
- Members requested a further BREXIT update at the next meeting of the Audit and Standards Committee scheduled for Monday 24 June 2019; and
- there was no indication that central Government would review planning policy following BREXIT.

RESOLVED: That:

- 1) the report be noted including the Government grant to be received in two equal instalments of £17,500; and
- 2) a further update on the UK Exit from the European Union (BREXIT) be given at the next meeting of the Audit and Standards Committee.

AS18/43.
(6.9)

WORK PROGRAMME

Consideration was given to the Work Programme which contained details of the reports to be considered by the Audit and Standards Committee meetings, and the following points were noted:

- UK Exit from the European Union (BREXIT) was added to Monday 24 June 2019; and

- A progress update on the Procurement Strategy and Service Level Agreement with the East Sussex Procurement Hub was added to Monday 24 June 2019.

RESOLVED: That the Work Programme at Appendix A be approved, as amended.

CHAIRMAN

The meeting closed at 7:45pm

as190325/lh

AUDIT AND STANDARDS COMMITTEE

WORK PROGRAMME 2019 – 2020	
DATE OF COMMITTEE	SUBJECT
Monday 24 June 2019	<p>Part A – Standards Reports</p> <ul style="list-style-type: none"> • Code of Conduct Complaints Monitoring • Ombudsman Complaints Monitoring • The Committee on Standards in Public Life's Review of Local Government Ethical Standards <p>Part B – Audit Reports</p> <ul style="list-style-type: none"> • Internal Audit Report to 31 March 2018 • Treasury Management Report – 2018/19 Outturn • UK Exit from the European Union (BREXIT) • Progress update on the Procurement Strategy and Service Level Agreement with the East Sussex Procurement Hub
Wednesday 24 July 2019	<p>Part A – Standards Reports (none scheduled)</p> <p>Part B – Audit Reports</p> <ul style="list-style-type: none"> • Grant Thornton – Annual Governance Report 2018/19 • Statement of Accounts 2018/19
Monday 23 September 2019	<p>Part A – Standards Reports (none scheduled)</p> <p>Part B – Audit Reports</p> <ul style="list-style-type: none"> • Internal Audit Report to 30 June 2019 • Treasury Management Report
Monday 9 December 2019	<p>Part A – Standards Reports</p> <ul style="list-style-type: none"> • Code of Conduct Complaints Monitoring • Local Government Ombudsman Complaints Monitoring and Annual Review 2018-2019 • Review of Local Government Ethical Standards – results of Stakeholder Consultation <p>Part B – Audit Reports</p> <ul style="list-style-type: none"> • Grant Thornton – Annual Audit Letter 2018-19 • Internal Audit Report to 30 September 2019 • Annual Risk Management Update • Treasury Management Update Report
Monday	Part A – Standards Reports (none scheduled)

<p>23 March 2020</p>	<p>Part B – Audit Reports</p> <ul style="list-style-type: none"> • Grant Thornton – Grant Claim Certification for the year ended 31 March 2019 • Grant Thornton – Audit Plan 2019-20 • Internal Audit Report to 31 December 2019 • Internal Audit Plan 2020-21 • Review of Internal Audit 2019-20 • Treasury Management Report
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