



Minutes

Audit Committee

Date: 23 October 2020

Time: 10:30

Venue: Microsoft Teams

Present: Councillors R Grahame (in the chair), K Renshaw, G Almas, M Pervaiz, D Hall and R Downes

In Attendance: Simon Straker – Kirklees MC (internal audit)
Paul Hewitson – Deloitte (external audit)
Caroline Jamieson – Deloitte (external audit)

Apologies: None

11 Minutes of last meeting held on 31 July 2020

RESOLVED

That the Minutes of the meeting held on 31 July 2020 be signed by the Chair as a correct record.

12 Matters arising

None

13 Urgent items

None

14 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 is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during this item, there would be disclosure to them of exempt information of the description 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
E21	Risk Management and Business Continuity annual report		Paragraph 3 – financial and business affairs

15 Declarations of interest

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

For noting

16 Internal Audit Quarterly Report

The Chief Finance and Procurement Officer submitted a report which presented the internal audit activity for the period April to September 2020.

It was reported that the COVID19 pandemic has meant that due to staff availability it has not been possible to deliver the audit plan approved by the Audit Committee in April. However, two audits have been completed, one is in progress and the Audit Manager is also completing the National Fraud Initiative. Members were assured there was no adverse impact suffered as a result of the delays.

Members questioned if the Authority felt it had received value for money from the facilities management consultants and were assured this will be reviewed by Management Board and the findings will be brought to the next Audit Committee and the next Finance and Resources Committee.

RESOLVED

That the report be noted.

17 Abridged Performance Management report

The Corporate Services Manager submitted a report which advised Members all key performance indicators had been met or exceeded with the exception of two, which were Total Activity and Fire Related Death.

Members suggested excluding 2020/21 statistics from future forecasts due to the COVID19 pandemic and were assured the optimum way to reflect the figures was being investigated.

RESOLVED

That the report be noted.

18 Service Improvement and Assurance Policy – six monthly update

Members received a report from the Director of Service Support which provided an overview of progress with the following;

- Service Assurance
- COVID19 WYFRS Recovery Plan
- Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services COVID19 inspection programme.

RESOLVED

That the report be noted.

19 Statement of Accounts 2019-20

The Chief Finance and Procurement Officer submitted a report which presented the draft Statement of Accounts 2019/20 for approval. The audit of pensions is outstanding due to the additional work needed in respect of McCloud Sargeant and Goodwin legal cases. This is outside of the control of both Deloitte and WYFRS and the deadline for Committee approval has been moved to 30 November 2020.

RESOLVED

That the report be noted.

20 External Audit Annual Report 2019-20

The Chief Finance and Procurement Officer submitted a report which presented the external auditor's ISA260 report following the audit of the Fire Authority 2019 – 20 Statement of Accounts and which set out the status and conclusions from the audit.

Members expressed their thanks for the hard work of the Finance Team and the External Auditors under unprecedented circumstances.

RESOLVED

- a) That the report be noted.
- b) That, for the reasons of non-materiality, no adjustments be made by management to amend the unadjusted errors as identified.

E21 Risk Management and Business Continuity Annual Report

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

The Corporate Services Manager submitted a report which advised Members of the current Risk Management and Business Continuity arrangements and the work undertaken to ensure effective delivery of the risk and business continuity policies during 2019/20 and the development of these arrangements during 2020/21.

RESOLVED

- a) That the report be noted.
- b) That the current Risk Management Matrix be approved.