

## **AUDIT COMMITTEE**

**Date and Time:** Tuesday 27 October 2020 at 7.00 pm

**Place:** Hart District Council Offices

**Present:**

Makepeace-Browne (Chairman), Blewett, Delaney, Wildsmith, Crookes, Smith and Southern

**In attendance:**

**Officers:**

### **11 MINUTES OF THE PREVIOUS MEETING**

The Minutes of the meeting held on 21 July 2020, were confirmed and signed as a correct record.

### **12 APOLOGIES FOR ABSENCE**

None received.

### **13 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman advised the Committee that the order of the meeting had changed from the published Agenda.

### **14 DECLARATIONS OF INTEREST**

None received.

### **15 ANNUAL GOVERNANCE STATEMENT 2019-20**

The Committee reviewed the content of the final Annual Governance Statement for 2019/20.

### **DECISION**

Members approved the Annual Governance Statement for 2019/20.

### **16 AUDIT RESULTS REPORT 2019-20**

The Council's External Auditors reported the key findings of their audit to those charged with governance prior, to issuing their opinion on the 2019/20 Statement Accounts. This report was substantially complete and considered the impact of COVID-19. Risk Assessment had been decreased and on track to complete all outstanding procedures by end of November.

Members discussed:

- The Pension Fund assets being understated, the figure had been adjusted by management.
- The Hart Leisure Centre being a non-investment property and listed under Other Land and Buildings and the Edenbrook Development was confirmed as a fixed asset which is still to be completed.
- There were no concerns regarding withdrawal from the Five Council's Contract which had been appropriately managed and any outstanding funding would appear in next year's Audit Plan.

## **DECISION**

1. Members agreed to any uncorrected misstatements in Appendix B of the Annual Results Report (Appendix 1 - Ernst & Young LLP) remaining uncorrected.
2. Members formally noted the opinion of the Auditors on the draft Statement of Accounts.
3. All other respects the report of the External Auditors was noted.

## **17 STATEMENT OF ACCOUNTS AND LETTER OF REPRESENTATION**

Members were informed of the position of the EY LLP audit of the statements and any amendments arising from the audit.

The Chairman and the Committee thanked the S151 Officer for the review sessions and focused training meetings.

The draft statements were published at the end of August and the final accounts to be published by end of November. These had been reviewed by Members and no subsequent questions had arisen. Members were advised that revaluation reserves will be recognised through the income expenditure account.

## **DECISION**

That the Chair of Audit Committee have delegated authority, in consultation with the Head of Corporate Services for the final approval of the 2019/20 Statement of Accounts and letter of representation.

## **18 INTERNAL AUDIT PROGRESS REPORT 2020/21**

The Audit Manager updated the Committee on the work completed on Internal Audit work carried out between July 2020 and October 2020. They were advised that the Corporate Risk Register had been reviewed and will be coming back to Overview & Scrutiny in March 2021. Members were advised of one change later this year on the waste contract and disability grants.

The Chairman thanked the Audit Team for their hard work and reminded Members of Fraud Awareness training commencing this week. Members

questioned the Place Risk Service Plan and were reassured that this will be available at the next Audit Committee. Concerns were raised around purchase order transactions, credit card checks and obtaining VAT receipts and members were advised that an accounts payable audit will be carried out before Christmas. There was only one emergency procurement during the last 6 months on expenditure on laptops for home working.

Note: Members asked for an update on the waste contract which would be requested from the Chief Executive.

## **DECISION**

That the internal Audit work carried out between July 2020 and October 2020 be noted.

The meeting closed at 7.50 pm