

**A MEETING OF THE STANDARDS AND GOVERNANCE COMMITTEE  
WAS HELD ON 28 MARCH 2018**

Councillors; Allen (P), Ms Ballard (P), Beavis (P), Carter (P), Chegwyn (P), Mrs Cully (P), Mrs Forder (P) , Mrs Furlong , Mrs Jones , Mrs Morgan , Mrs Prickett (P), Scard (P)

**It was reported that in accordance with Standing Order 2.3.6, Councillors Burgess, had been nominated to replace Councillors Beavis for this meeting.**

**24. APOLOGIES**

Apologies were received from Councillors Mrs Furlong, Mrs Jones and Mrs Morgan.

**25. DECLARATIONS OF INTEREST**

Councillor Carter advised that as his role as a County Councillor he had sat on and had voted on Hampshire County Council's pension panel and felt this should be recorded.

**26. MINUTES**

**RESOLVED:** That the minutes of the meetings of the Standards and Governance Committee held on 20 December 2017 be approved and signed by the Chairman as a true and correct record.

**27. DEPUTATIONS**

There were no deputations.

**28. PUBLIC QUESTIONS**

There were no public questions.

**PART II**

**29. EY – AUDIT PLANNING REPORT 2017-18**

Consideration was given to the Audit Planning Report setting out the work that is planned to be completed to enable the External Auditors to issue the audit opinion on the Council's financial statements and the value for money conclusion for 2017/18.

Kevin Suter was invited to address the Committee.

He advised that the report set out two key areas of focus, and particularly highlighted the management override. As every audit recognised that there was always a potential for issues and that the focus would circumvent that.

In answer to a Members question, the Board was advised that the 20% refund fee was yet to be approved as the PSSA had delayed their decision making until all claims had been submitted but there was not anticipated to be any problems

The Committee was also advised that preparation had been undertaken for the previous two years to ensure that the deadline of May could be met. The Committee were advised that the Officers were confident that it could be achieved and recognised the importance of both meeting the deadline and ensuring that the work undertaken was an acceptable quality.

**RESOLVED:**

- That the Audit Planning Report be reviewed and the risks be and areas of focus we have identified, and the auditor's planned response to them be noted.
- the Audit Planning Report for 2017/18 be recommended to the Policy and Organisation Board as those charged with governance.

**30. INTERNAL AUDIT PLAN 2018/19**

Consideration was given to a report of the Head of Internal Audit and Risk Assurance the Committee with the planned annual coverage of the Internal Audit resource for 2018/19.

**RESOLVED:** That the Standards and Governance Committee comment on and approve the Internal Audit Plan for 2018/19 as attached in Appendix One of the report of the Head of Internal Audit, Risk and Assurance. .

### **31. INTERNAL AUDIT MONITORING STATEMENT FROM 1<sup>ST</sup> NOVEMBER 2017 – 28<sup>TH</sup> FEBRUARY 2018**

Consideration was given to a report of the Head of Internal Audit and Risk Assurance tabling the performance of the Internal Audit Section for 2017/18 (1<sup>st</sup> November 2017 – 28<sup>th</sup> February 2018) against the agreed audit plan (March 2017) to the Members with responsibility for governance.

Provide Members with an update on the team and their development and provision of audits services to Test Valley Borough Council

Members were advised that there was one outstanding issue with IT and that this was being followed up for resolution.

It was recognised that cyber-crime and attacks were and that protection against this should be paramount. The Committee was advised that the action was not critical and that the protection of IT control included ensuring the Town Hall had good secure area control; ensuring computers were locked when staff were away from their desks.

The Committee was advised that staff received training and a recent campaign against cyber-crime had been placed on the infonet.

#### **RESOLVED**

- a. That the Standards and Governance Committee note the performance of Internal Audit from 1<sup>st</sup> April 2017 to 31<sup>st</sup> October 2017.
- b. That the Members note the developments in the team and provision of service to Test Valley Borough Council

The meeting concluded at 18:25.

It was requested that an update be provided on a complaint received by the Monitoring Officer.

CHAIRMAN