

**A MEETING OF THE STANDARDS & AUDIT SUB BOARD
WAS HELD ON 5 JANUARY 2023**

Councillors Mrs Cully, Hylands, Marshall, Pepper and Raffaelli

29. APOLOGIES FOR NON ATTENDANCE

There were none

30. DECLARATIONS OF INTEREST

There were none

**31. MINUTES OF THE MEETING OF THE SUB BOARD HELD ON 17 NOVEMBER
2022**

- RESOLVED: That the minutes of the meeting held on 17 November 2022 were signed as a true and correct record

32. DEPUTATIONS- STANDING ORDER 3.4

There were none

33. PUBLIC QUESTIONS - STANDING ORDER 3.5

There were none

34. RIPA POLICY REVIEW AND USE

Consideration was given to a report by the Chief Internal Auditor updating members on the Council's use of its powers under the regulation of Investigatory Powers Act (RIPA)

The Chief Internal Auditor advised Members that as there were no changes in legislation, no updates needed to be made to the policy, and there had been no usage of the Councils powers.

In answer to a Members question, the Chief Internal Auditor advised that the IPCO were due to inspect in the coming years and any updates required due to changes in the Legislation would be fed back to the Sub Board.

RESOLVED: That the Sub Board noted

- the Councils use of its powers under the Regulation of Investigatory Powers Act (RIPA)
- that the Council's RIPA Policy had been reviewed and no updates had been made.

35. RISK POLICY AND REGISTER

Consideration was given to a report by the Chief Internal Auditor seeking approval from Members in regards to the Risk Policy 2022 following a review and update, and presenting the Corporate Risk Register.

The Chief Internal Auditor advised Members that apart from the change in Board and Committee structure, there had been no updates to the policy.

A Member hi-lighted a number of minor errors in the policy, and received clarification that Corporate Risk Register and the Risk and Assurance Directory are one and the same.

Members were concerned that the Corporate Risk Register did not supply the level of detail necessary to inform them of the risks involved in the bigger projects such as the Criterion Cinema purchase. Officers agreed to determine whether a greater level of detail could be included in the CRR for the larger projects, and report back to the Sub Board. Officers would also look at a mechanism that would enable members of the Sub Board to be kept informed of the progress and risk management of overall project delivery.

RESOLVED: That the Members

- approved the Risk management Policy Review and update with the corrections identified
- noted the Corporate Risk register and required a recommendation regarding CRR detail to be brought back to the Sub Board.

36. AUDIT PROGRESS REPORT TO 1ST APRIL TO 13TH DECEMBER 2022

Consideration was given to a report by the Chief Internal Auditor updating the Sub Board on the progress of the Audit Plan 2022/23 agreed June 2022.

The Chief Internal Auditor reported that good progress had been made, and the plan should be completed within the year. He advised that following discussions with officers, Corporate Complaints had been added, and Project Management removed to be conducted in the future when the new process has been designed.

Following a question from a Member the Chief Internal Auditor advised that the technical decisions that caused the Microsoft Teams system to be deemed inefficient would have to be explained by the IT team.

Following a Members question on a high risk exception found in an Internal Audit of the Community Infrastructure Levy (CIL) members were advised, by the Head of Planning/DCX that the CIL funding will be monitored by Jayson Grygiel who will hold regular meetings with Finance and project teams. These meetings will occur more frequently than previously as part of the project management process linking the money coming in with the Capital programme and monitoring the delivery. Officers agreed to provide members with more information regarding the details behind High Risk exception identified in the audit.

Members discussed the process that would be followed should there be any critical risks identified. Officers advised that any critical risks would be escalated to the Corporate Governance Group and included in the Critical Risk Register. If Officers felt it necessary, the Chairman of the Sub Board could be informed at this point.

Standards & Audit Sub Board
5 January 2023

RESOLVED: That the Standards and Audit Sub Board noted the progress of the Audit Plan 2022/23 from 1st April to 13th December 2022.

37. ANY OTHER ITEMS

CHAIRMAN

Concluded at 6.47 pm