



Subject:	Report of Audit and Risk Panel 6th March 2018
Date:	23 rd March 2018
Reporting Officer:	Ronan Cregan, Deputy Chief Executive and Director of Finance and Resources
Contact Officer:	Andrew Harrison, Head of Audit, Governance and Risk Services (AGRS)

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	The Audit and Risk Panel is constituted as a working group of the Strategic Policy and Resources Committee. The purpose of the Panel is to provide an independent assurance on the adequacy of the Council's risk management framework and associated control environment. The Panel also oversees the Council's financial reporting process.
1.2	The purpose of this report is to provide a summary to Committee of the key issues that have been considered and discussed by the Panel at its 6th March 2018 meeting and to present minutes of the last meeting of the Panel for approval.
2.0	Recommendations
2.1	The Committee is recommended to; <ul style="list-style-type: none">Note the summary of the issues discussed / assurance received at the Panel meeting of 6th March 2018 as set out at Section 3 below.

	<ul style="list-style-type: none"> • Approve the minutes of the Audit & Risk Panel meeting of 6th March 2018.
3.0	Main report
3.1	<p><u>Terms of Reference and Programme of work 2018</u> At its meeting on 6th March 2018 the Panel approved its purpose statement, terms of reference and plan of work for 2018, which comprises 5 meetings (and provision for special meetings).</p>
3.2	<p><u>Absence Management</u> Regarding absence, the HR Manager reported on performance at the end of quarter 3 and provided a detailed analysis of the figures, in particular in relation to managing personal and work related stress. The paper highlighted a planned re-review of the relevant policy.</p>
3.3	<p><u>Health and Safety</u> Regarding health and safety the Corporate H&S Manager provided an update on activity in quarter 3. This showed a small number of high priority actions from the Corporate H&S team's reviews still open and the Manager explained these issues were being followed up. There was detailed analysis provided of accident figures and reportable injuries and update on the progress being made against the actions in the Corporate H&S Plan 2017/18.</p>
3.4	<p><u>Audit, Governance and Risk Services (AGRS) Reports and Plan for 2018/19</u></p> <p>The Head of AGRS presented the quarterly progress report which included details of a number of recently completed audits, including a number relating to the management of corporate risks. These reports included a number of areas requiring improvement actions, in particular accounts payable, safeguarding, information management and the organisational transformation risk. Further updates were provided on city centre regeneration and investment, the Zoo, waste management, fraud / investigation work and advisory work.</p>
3.5	<p>The Head of AGRS also presented the Service's plan for 2018/19, explaining its linkages to key corporate risks and functions. The Plan was approved by the Panel.</p>
3.6	<p><u>Risk Management</u> The Panel received an update on risk management, in particular the management of corporate risks. The report highlighted the risk profile of the Council and the action being taken to review and manage the risks. It also highlighted changes to the content of manager assurance statements and how these would be realigned following structural review. The Panel was also updated on business continuity arrangements and how the relevant</p>

3.7	<p>critical services had deployed these plans during the recent severe weather.</p> <p><u>NIAO Reports – Audit Strategy 2017/18 Audit and Performance Audit report</u></p> <p>The NIAO presented their plan for the audit of the Council's financial statements for 2017/18, highlighting areas of risk and focus. With regard to the financial audit, the NIAO also presented a letter they had issued to all councils on the results of their 2017/18 audits, highlighting areas for all councils to consider in preparation for the 2017/18 accounts preparation.</p> <p>The NIAO also presented their final report on their review of the Council's performance management arrangements for 2017/18. This report provided an unqualified opinion on the Council's arrangements, with some suggestions for future consideration.</p>
3.8	<p><u>Performance Report – Quarter 3</u></p> <p>Finally, the Director of Finance and Resources and Deputy Chief Executive presented a report on the Council's performance for the quarter ending December 2017. The report provided detailed information on progress against the corporate improvement priorities set out in the Corporate Plan.</p>
3.9	<p><u>Financial & Resource Implications</u></p> <p>None.</p>
3.10	<p><u>Equality or Good Relations Implications</u></p> <p>None.</p>
4.0	<p>Appendices – Documents Attached</p>
	<p>Appendix 1 - Minutes of Audit & Risk Panel 6th March 2018</p>