

Decision Maker: **AUDIT SUB-COMMITTEE**

Date: **14th November 2018**

Decision Type: Non-Urgent Non-Executive Non-Key

Title: **MATTERS ARISING**

Contact Officer: Stephen Wood, Democratic Services Officer
Tel: 020 8313 4316 E-mail: Stephen.Wood@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Resources

Ward: n/a

1. Reason for report

To update the Sub-Committee on progress with Matters Arising (Part 1) from previous meetings.

2. **RECOMMENDATION(S)**

To note and comment on progress with matters outstanding from previous meetings.

To recommend any action as deemed appropriate with respect to matters that have not been resolved.

Corporate Policy

1. Policy Status: Existing Policy:
 2. BBB Priority: Excellent Council
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Financial

1. Cost of proposal: Not Applicable:
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: **£350,650**.
 5. Source of funding: 2018/19 revenue budget
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Staff

1. Number of staff (current and additional): 8 posts 6.87fte
 2. If from existing staff resources, number of staff hours: Completion of "Matters Arising" reports for the Audit Sub Committee normally takes a few hours per meeting.
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Legal

1. Legal Requirement: None:
 2. Call-in: Not Applicable:
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Customer Impact

1. Estimated number of users/beneficiaries (current and projected): This report is intended primarily for the benefit of members of the Audit Sub-Committee.
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Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments: N/A

3. COMMENTARY

Attached is a schedule of matters outstanding from previous meetings of the Audit Sub Committee with a note of progress made. Most of these issues are taken up in more detail in the progress reports on this agenda (parts 1 and 2). Once an outstanding matter has been completed it will be removed from the schedule.

Non-Applicable Sections:	Policy/Financial/Legal/Personnel
Background Documents: (Access via Contact officer)	Previous Minutes of Audit Sub Committee.

Appendix 1

Issue & Date	Summary	Action being taken	By	Estimated Completion
Minute 20 8th November 2017 Zurich Overview	<p>The Head of Audit mentioned the possibility of cyber-attack, and that the matter of insurance against the effects of such an attack would need clarifying.</p>	<p>Zurich are currently working on the possibility of a specific Cyber policy bespoke to the Public Sector. When this comes available we will be made aware.</p> <p>There have not been any specific updates since the last meeting, but the Council is due to tender its insurance contracts very soon and policies around this will be considered as part of that process.</p>	<p>Zurich</p> <p>Procurement/ Commissioning Directorate.</p>	Ongoing
Minute 21 8th November 2017 Internal Audit Progress Report	<p>Members were advised that there had been an objector to the accounts. The objections were in relation to Waste Management and Trade Waste Collection.</p>	<p>There were no further updates at the meeting on 24th May 2018.</p> <p>This matter has still not been concluded and is ongoing.</p>	External Auditors.	Ongoing.
Minute 7 24th May 2018 Internal Audit Progress Report	<p>It was expected that consultants would be appointed in quarter 2 of 2018 to advise on the Civic Centre Accommodation Strategy.</p>	<p>The consultants have not yet been appointed. A meeting was scheduled for w/c 29th November to finalise the briefing and specification.</p> <p>The tendering process would commence shortly after.</p>	Procurement/ Commissioning Directorate.	Ongoing
Minute 7 24th May 2018 Internal Audit Progress Report	<p>It was noted in the minutes of the meeting dated 24th May 2018 that some officers were planning to visit the TNT storage depot in Essex.</p> <p>This was with the view of progressing with the disposal of storage boxes.</p>	<p>Visits have taken place.</p> <p>A fuller report on progress will be included in the Internal Audit progress report.</p>	Relevant officers.	Ongoing.
Minute 7 24th May 2018 Internal Audit Progress Report	<p>A query was raised at the meeting on 24th May 2018 concerning gross and net risk scores. It was noted that in some cases, the gross and net risk scores were the same.</p>	<p>This referred to weaknesses in Commissioning in the Commissioning Risk Register. The Director of Commissioning has arranged for Mandatory Training to be in place for all contract managers and commissioners along with quarterly mandatory meetings chaired by Director of</p>	Director of Commissioning.	Closed

	The Head of Audit said that he would seek some clarification around the logic of the scoring in these cases.	Commissioning. However it is only when she considers that the controls arising from these actions are fully embedded in the Council's processes, that the net score will reduce.	Director of Commissioning.	
Minute 7 24th May 2018 AOB	The Chairman stated that his follow up response to the DWP concerning the SFIS would be disseminated to Members via the Committee Clerk	LBB has volunteered to adopt a joint working approach with DWP local fraud teams. In view of this fact, the writing of a follow up response has been put hold while the new arrangements are trialled and reviewed.	Chairman of Audit Sub Committee.	Closed.