

AUDIT & PERFORMANCE REVIEW COMMITTEE

At a Meeting of the Audit & Performance Review Committee held in Committee Room 3, Council Offices, Garshake Road, Dumbarton on Wednesday, 10 December 2014 at 2.05 p.m.

Present: Councillors Jim Brown, Jonathan McColl, Michelle McGinty, Ian Murray, Martin Rooney and Mr Edward Haynes.

Attending: Joyce White, Chief Executive; Angela Wilson, Executive Director of Corporate Services; Richard Cairns, Executive Director of Infrastructure and Regeneration; Terry Lanagan, Executive Director of Educational Services; Stephen West, Head of Finance and Resources; Colin McDougall, Audit and Risk Manager; Soumen Sengupta, Head of Strategy, Planning & Health Improvement, West Dunbartonshire Community Health & Care Partnership; Peter Barry, Head of Customer & Community Services; and Craig Stewart, Committee Officer, Legal, Democratic and Regulatory Services.

Also Attending: Mr David McConnell, Assistant Director; Ms Elaine Boyd, Senior Audit Manager, and Mr Laurence Slavin, Senior Auditor, Audit Scotland.

Apologies: Apologies for absence were intimated on behalf of Councillors George Black, Tommy Rainey and Gail Robertson and Mr Stevie J. Doogan.

Councillor Jonathan McColl in the Chair

DECLARATIONS OF INTEREST

It was noted that there were no declarations of interest in any of the items of business on the agenda at this point in the meeting.

MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of the Audit & Performance Review Committee held on 24 September 2014 were submitted and approved as a correct record.

TREASURY MANAGEMENT MID YEAR REPORT 2014/15

A report was submitted by the Executive Director of Corporate Services providing an update on treasury management during 2013/14.

After discussion and having heard the Head of Finance and Resources and relevant officers in further explanation and in answer to Members' questions, the Committee agreed:-

- (1) to note the 2014/15 revised estimates of treasury and prudential indicators as advised within the report (Tables A, B, C, D, E, F, H, M and N); and
- (2) to note the amendment to the investment counterparty criteria for Category 1 - Good Credit Quality (Section 4.5.4 of the report).

REMIT FROM WEST DUNBARTONSHIRE COUNCIL: AUDIT SCOTLAND - ANNUAL REPORT ON THE 2013/14 AUDIT

In terms of remit from the Meeting of West Dunbartonshire Council held on 29 October 2014 (Page XXXX refers), there was submitted relevant excerpt minute and report advising on the findings in relation to the external auditor's final report to Members on the completion of their 2013/14 audit.

The Committee agreed to note the contents of the report.

INTERNAL AUDIT PLAN 2014/15 PROGRESS REPORT TO 30 SEPTEMBER 2014

A report was submitted by the Executive Director of Corporate Services advising on the work undertaken by the Internal Audit Section against the Audit Plan 2014/15.

After discussion and having heard the Audit and Risk Manager, Executive Director of Corporate Services and relevant officers in further explanation and in answer to Members' questions, the Committee agreed to note the contents of the report.

AUDIT ACTION PLANS

A report was submitted by the Executive Director of Corporate Services advising of recently issued Internal Audit action plans and progress made against action plans previously issued contained within Internal Audit and External Audit Plans.

After discussion and having heard the Audit and Risk Manager, Chief Executive and relevant officers in elaboration and in answer to Members' questions, the Committee agreed:-

- (1) to note the terms of the discussion that had taken place in respect of this matter, particularly the management actions that were being taken to tackle and deal with the continuing problem of sickness absence, which had been highlighted by Audit Scotland; and
- (2) otherwise to note the contents of the report.

STRATEGIC RISK AND RESILIENCE

A report was submitted by the Executive Director of Corporate Services on the outcome of the six month assessment of Strategic Risks and an update on progress of resilience planning.

After discussion and having heard the Executive Director of Corporate Services, Chief Executive and relevant officers in further explanation and in answer to Members' questions, the Committee agreed to note the contents of the report.

FOOD STANDARDS AGENCY AUDIT OF WEST DUNBARTONSHIRE COUNCIL - FOOD ENFORCEMENT SERVICE

A report was submitted by the Executive Director of Corporate Services on the results of the Food Standards Agency (FSA) audit of the Environmental Health Section's Food Law Enforcement Service.

The Committee agreed to note the positive outcome of the FSA audit report.

SCOTTISH PUBLIC SERVICES OMBUDSMAN COMPLAINTS REPORT 2013/14

A report was submitted by the Executive Director of Corporate Services presenting the Scottish Public Services Ombudsman (SPSO) report 2013/14 on complaints handling by West Dunbartonshire Council.

After discussion and having heard the Executive Director of Corporate Services, Chief Executive and relevant officers in further explanation and in answer to Members' questions, the Committee agreed to note the contents of the report.

The meeting closed at 3.10 p.m.