

**23 OCTOBER 2020**  
**NEW FOREST DISTRICT COUNCIL**  
**AUDIT COMMITTEE**

Minutes of a meeting of the Audit Committee held on Friday, 23 October 2020

- \* Cllr Alan O'Sullivan (Chairman)
- \* Cllr Emma Lane (Vice-Chairman)

**Councillors:**

- \* Alan Alvey
- \* Hilary Brand
- \* Mahmoud Kangarani

**Councillors:**

- \* Martyn Levitt
- Ann Sevier
- John Ward

\*Present

**In attendance:**

**Councillors:**

David Hawkins

**Also In Attendance:**

Rob Sarfas, Hampshire County Council

**Officers Attending:**

Alan Bethune, James Clarke, Lisa Conway, Liz Foster, Antony Harvey, James Stuttaford, Kevin Suter and Andy Rogers

**Apologies**

**55 MINUTES**

The minutes of the meeting held on 10 July 2020 were confirmed as a great record.

**56 DECLARATIONS OF INTEREST**

No declarations of interest were made in connection with any agenda item.

**57 PUBLIC PARTICIPATION**

There was no public participation at the meeting.

**58 AUDIT RESULTS REPORT 2019/20**

The Committee received the Audit results report for 2019/20.

The Committee was pleased to note that, whilst some checks had yet to be completed, the expectation was that an unqualified opinion would be issued.

**RESOLVED:**

That the report be noted, and that the Committee support the Chairman signing the Management Representation Letter.

**59 FINAL ANNUAL GOVERNANCE STATEMENT 2019/20**

The Committee considered the Annual Governance Statement for 2019/20.

It was noted that the Covid 19 Finance and Resources Task and Finish Group had now completed its work in assessing the financial impact of the pandemic and advising Cabinet on required actions. This would be reflected in the 2020/21 Statement.

**RESOLVED:**

That the Annual Governance Statement for 2019/20 be approved.

**60 FINAL ANNUAL FINANCIAL REPORT 2019/20**

The committee considered the annual financial report for 2019/20.

Members acknowledged that whilst the accounts were presented as final, they were still subject to some outstanding audit work.

It was proposed that the Chairman and the Chief Financial Officer meet and sign off the accounts at an appropriate time, on completion of the audit work and before the 30th November 2020 statutory deadline.

**RESOLVED:**

That the report be supported and that the Chief Financial Officer, in consultation with the Chairman, be delegated to sign off the Annual Financial Report for 2019/20 at the appropriate time, on completion of the outstanding audit work and before the 30th November 2020 statutory deadline.

**61 INTERNAL AUDIT PROGRESS REPORT 2020/21**

The Committee received and noted the Internal Audit Progress Report for 2020/21.

Officers undertook to provide the Committee with further details of the high priority / red reviews shown in the report.

**62 INTERNAL AUDIT - EXTERNAL QUALITY ASSESSMENT 2020**

The Committee received and noted the Internal Audit External Quality Assessment 2020.

The external assessment concluded that the Southern Internal Audit Partnership conform to all aspects of the International Professional Performance Framework, Public Sector Internal Audit Standards and Local Government Application Note.

The partnership had identified some improvement opportunities, many of which had already been underway, and an action plan had been drawn up for these.

Members were pleased to note the good results.

**63 TREASURY MANAGEMENT MONITORING REPORT 2020/21**

The Committee considered the Treasury Management Monitoring Report for 2020/21.

The report contained the following elements:

- External context
- Local context
- Borrowing activity
- Investment activity
- Treasury management indicators
- Outlook for the remainder of 2020/21

It was noted that the impact of Covid and Brexit meant this had been a challenging and uncertain year.

**RESOLVED:**

That the report be noted.

**64 INSURANCE ARRANGEMENTS 2020/23 (HAMPSHIRE DISTRICT AND BOROUGH COUNCILS)**

The Committee received an update on the outcome of the procurement for the provision of insurance services for New Forest District Council

**RESOLVED**

That the report be noted.

**65 RISK MANAGEMENT**

The Committee noted that the Strategic Risk Register summarised the most significant risks to the delivery of the Corporate Plan and the proposed actions to mitigate these risks.

It was agreed that the Audit Committee receive Risk Management training ahead of the finalisation of new Strategic Risk Register.

Risk management training was currently being developed by the Council's insurers and will be delivered in a webinar setting e.g. Skype or Microsoft Teams. Once this has been finalised, Audit Committee members would receive invitations in due course.

**66 AUDIT COMMITTEE WORK PLAN**

The Committee received and noted its work plan for the forthcoming year.

**67 DATES OF MEETINGS 2021/2022**

**RESOLVED:**

That the following dates be agreed for meetings of the Committee in 2021/2022  
(all Fridays, at 9.30 a.m.)

28 May 2021

30 July 2021

29 October 2021

28 January 2022

25 March 2022

[This has subsequently been amended at the March 2021 meeting]

CHAIRMAN