

**MINUTES OF A MEETING OF THE
AUDIT COMMITTEE
Committee Room 3A - Town Hall
23 October 2019 (7.00 - 7.45 pm)**

Present:

COUNCILLORS:

Conservative Group	Viddy Persaud (Vice-Chair) and Roger Ramsey
Residents' Group	Gerry O'Sullivan
North Havering Residents group	Martin Goode (in the Chair)

Apologies were received for the absence of Councillors Gillian Ford and Judith Holt.

Unless otherwise indicated all decisions were agreed with no vote against.

Through the Chairman, announcements were made regarding emergency evacuation arrangements and the decision making process followed by the Committee.

34 MINUTES OF THE MEETING

The minutes of the meeting of the Committee held on 5 September 2019 were agreed as a correct record and signed by the Chairman.

35 ASSURANCE PROGRESS REPORT Q1 AND Q2

The report presented to the committee outlined the work undertaken by the Assurance Service for internal audit and counter fraud.

Section 3 of Appendix A listed 5 key findings from the Assurance Service and members noted that although Payroll is a shared service, the 5 findings were more focused on Havering's issues. Members also noted that all recommendation had been accepted and an action place was in place. Officers explained that the timeline for Fusion to be implemented is the end of March to the beginning of April, however, a member expressed that this should be implemented as soon as possible. Another member queried what does the Assurance Service check in relation to the IT systems and officers explained that the IT checks was outsourced to a specialist IT firm who compiled risk assessments after checking the security, the virus protection and if the storing of data is complicate with GDPR. A member had the view that a contingency plan should be in place should the Fusion plan fail or crash.

All high risk recommendations listed in Section 4 are up to date and have been implemented.

Officers were asked to add an extra column to Appendix C to give information if there was any delay and what the original date for completion was for presentation

at the next meeting. Officers were also asked to give an update at the next meeting regarding any draft reports that had not been signed off.

36 GOVERNANCE AND RISK UPDATE

The Governance & Assurance Board gave updates on risk management and stated that it was progressing and the level of engagement was satisfactory. The committee noted that there were significant governance issues and these were to be linked to the plan.

The committee noted the report.

Chairman