



**North Yorkshire
County Council**

Agenda

Meeting: Audit Committee

**Venue: Brierley Room, 3 Racecourse Lane,
Northallerton, DL7 8QZ**

Date: Friday 20 December 2019 at 1.30 pm

Note: Members are invited to attend a seminar concerning Counter Fraud at 1.00 pm in the Brierley Room, 3 Racecourse Lane, Northallerton, DL7 8QZ

Recording is allowed at County Council, committee and sub-committee meetings which are open to the public. Please give due regard to the Council's protocol on audio/visual recording and photography at public meetings, a copy of which is available to download below. Anyone wishing to record is asked to contact, prior to the start of the meeting, the Officer whose details are at the foot of the first page of the Agenda. We ask that any recording is clearly visible to anyone at the meeting and that it is non-disruptive. <http://democracy.northyorks.gov.uk>

Business

- 1. Apologies for Absence**
- 2. Minutes of the meeting held on 25 October 2019** (Pages 5 to 9)
- 3. Any Declarations of Interest**

Enquiries relating to this agenda please contact Ruth Gladstone **Tel: 01609 532555** or e-mail ruth.gladstone@northyorks.gov.uk
www.northyorks.gov.uk

4. Public Questions or Statements

Members of the public may ask questions or make statements at this meeting if they have given notice (including the text of the question/statement) to Ruth Gladstone of Democratic Services (*contact details at the foot of page 1*) by midday on Tuesday 17 December 2019. Each speaker should limit themselves to 3 minutes on any item. Members of the public who have given notice will be invited to speak:-

- at this point in the meeting if their questions/statements relate to matters which are not otherwise on the Agenda (subject to an overall time limit of 30 minutes);
- when the relevant Agenda item is being considered if they wish to speak on a matter which is on the Agenda for this meeting.

If you are exercising your right to speak at this meeting, but do not wish to be recorded, please inform the Chairman who will instruct those taking a recording to cease while you speak.

5. **Progress on Issues Raised by the Committee** – Joint report of the Corporate Director – Strategic Resources and the Assistant Chief Executive (Legal and Democratic Services)
(Pages 10 to 11)
6. **Progress on 2019/20 Internal Audit Plan** - Report of the Head of Internal Audit
(Pages 12 to 16)
7. **Business and Environmental Services Directorate:-**
 - (a) **Internal Audit Work** - Report of the Head of Internal Audit
(Pages 17 to 25)
 - (b) **Internal Control Matters** - Report of the Corporate Director – Business and Environmental Services
(Pages 26 to 49)
8. **Risk Management - Progress Report** - Report of the Corporate Director – Strategic Resources
(Pages 50 to 77)
9. **Audit Committee Programme of Work**
(Page 78)
10. **Other business which the Chairman agrees should be considered as a matter of urgency because of special circumstances.**

Barry Khan
Assistant Chief Executive (Legal and Democratic Services)

County Hall
Northallerton

Notes:

- 1. The Brierley Building (main County Hall building) is closed now until July 2020.** All Committee meetings will be held in either No 1 or No 3 Racecourse Lane, Northallerton, DL7 8QZ. Please note the venue above for the location of this meeting. Please report to main reception which is located in No 3 Racecourse Lane.

- 2. Emergency Procedures for Meetings**

Fire

The fire evacuation alarm is a continuous Klaxon. On hearing this you should leave the building by the nearest safe fire exit. Once outside the building please proceed to the fire assembly point in the rear car park / L'Especk Street.

Persons should not re-enter the building until authorised to do so by the Fire and Rescue Service or the Emergency Co-ordinator.

An intermittent alarm indicates an emergency in nearby building. It is not necessary to evacuate the building but you should be ready for instructions from the Fire Warden.

Accident or Illness

First Aid treatment can be obtained by telephoning Extension 7575.

AUDIT COMMITTEE

1. Membership

County Councillors (8)					
	<i>Councillors Names</i>			<i>Political Group</i>	
1	ARTHUR, Karl			Conservative	
2	ATKINSON, Margaret	Vice-Chairman		Conservative	
3	BAKER, Robert			Conservative	
4	CLARK, Jim			Conservative	
5	HUGILL, David			Conservative	
6	LUNN, Cliff	Chairman		Conservative	
7	MACKAY, Don			NY Independents	
8	WEBBER, Geoff			Liberal Democrat	
Members other than County Councillors (Non-voting) (3)					
1	GRUBB, Nick				
2	MARSH, David				
3	PORTLOCK, David				
Total Membership – (11)				Quorum – (3) County Councillors	
Con	Lib Dem	NY Ind	Labour	Ind	Total
6	1	1	0	0	8

2. Substitute Members

Conservative		Liberal Democrat	
	<i>Councillors Names</i>		<i>Councillors Names</i>
1	COOPER, Richard	1	BROADBANK, Philip
2	THOMPSON, Angus	2	
3	PARASKOS, Andy	3	
4	PATMORE, Caroline	4	
5		5	
NY Independent			
	<i>Councillors Names</i>		
1			
2			
3			
4			
5			

The term of appointment of Independent Members to the Audit Committee shall be four years from 31 July during the year which follows a County Council election in order to provide consistency during the period for production, and subsequent approval of, the Statement of Final Accounts.