



COMMITTEE: **JOINT AUDIT AND STANDARDS COMMITTEE**

VENUE: **Council Chamber, High Street, Needham Market**

DATE/TIME: **Monday 19 October 2015 at 5.00 p.m.**

Members

Babergh

Sue Ayres
 Tony Bavington
 Tina Campbell
 Siân Dawson

John Hinton
 David Rose
 William Shropshire
 John Ward

Mid Suffolk

Elizabeth Gibson-Harries
 Lavinia Hadingham
 Glen Horn
 John Matthissen

Suzie Morley
 Penny Otton
 Kevin Welsby
 Jill Wilshaw

PLEASE NOTE TIME AND VENUE OF MEETING

A G E N D A

ITEM

BUSINESS

The Council, members of the public and the press may record/film/photograph or broadcast this meeting when the public and the press are not lawfully excluded.

Any member of the public who attends a meeting and wishes to be filmed should advise the Committee Clerk.

PART I

1 **SUBSTITUTES AND APOLOGIES**

Any Member attending as an approved substitute to report giving his/her name and the name of the Member being substituted.

2 **DECLARATION OF INTERESTS**

Members to declare any interests as appropriate in respect of items to be considered at this meeting.

3 **MINUTES**

To confirm and sign the Minutes of the meeting held on [17 August 2015](#) (attached).

4 **PETITIONS**

The Head of Corporate Organisation to report, in accordance with Council Procedure Rules, the receipt of any petitions submitted to the Chief Executive.

ITEM	BUSINESS
5	<p data-bbox="381 192 874 224"><u>QUESTIONS FROM THE PUBLIC</u></p> <p data-bbox="381 266 1449 405">The Chairmen of Committees to answer any questions from the public of which notice has been given no later than midday two clear working days before the day of the meeting in accordance with Council Procedure Rule No 15.3.</p>
6	<p data-bbox="381 450 847 481"><u>QUESTIONS FROM MEMBERS</u></p> <p data-bbox="381 524 1449 663">The Chairman to answer any questions on any matters in relation to which the Council has powers or duties which affect the District and which fall within the terms of reference of the Committee of which due notice has been given in accordance with Council Procedure Rule No 16.3.</p>
7	<p data-bbox="381 707 1286 739"><u>MID YEAR REPORT ON TREASURY MANAGEMENT 2015/16</u></p> <p data-bbox="150 781 248 848">Paper JAC62</p> <p data-bbox="381 781 1118 813">Written report by the Head of Corporate Resources.</p>
8	<p data-bbox="381 887 1054 918"><u>INTERIM INTERNAL AUDIT REPORT 2015/16</u></p> <p data-bbox="150 960 248 1028">Paper JAC63</p> <p data-bbox="381 960 1193 992">Written report by the Corporate Manager – Internal Audit.</p>
9	<p data-bbox="381 1066 836 1097"><u>RISK MANAGEMENT UPDATE</u></p> <p data-bbox="381 1140 1449 1279">The Corporate Manager – Internal Audit to report that following a refresh workshop to review the Significant Business Risk Register, a new Register has been drafted resulting in a more aligned version promoting and supporting the Councils’ strategic priorities and Delivery Programme.</p> <p data-bbox="381 1321 1449 1460">The register falls into two categories; the first relating to failure in meeting our Strategic Priorities which feeds down to the Delivery Plan projects and mitigating actions, and the second which fall into a more generic heading and will have their own associated action plans.</p> <p data-bbox="381 1503 1449 1718">Following elections in May and the election of new Councillors to both Councils, officers are working with Heads of Service Team/Management Board/Portfolio Holders to review and refresh the Joint Strategic Plan, which will then mean the Delivery Programme projects and associated risks will be reviewed based on any changed priorities. The outline timetable is to have this completed by the end of November 2015.</p> <p data-bbox="381 1760 1449 2080">The Risk Management Officer is therefore working closely with the Interim Programme Delivery Director to ensure there is a mechanism to monitor project progress. Project Highlight Reports are produced on a 4 weekly basis which will provide an overview of issues which will feed through to the relevant risks on the register. In addition, the Programme Steering Boards, which meet every 2 months, will highlight any issues relating to specific projects that may impact the scoring of associated risks. It is intended that JMIB will receive quarterly exception reports on any issues arising.</p>

Project specific risk register standard templates have been produced and made available to Project Leaders along with guidance and the offer of additional training where required.

Members are asked to note this update.

10 FORWARD PLAN

Paper
[JAC64](#)

Report by the Corporate Manager – Governance attached.

Note: The date of the next meeting is Monday 21 December 2015 (at Babergh).

For further information on any of the Part 1 items listed above, please contact Val Last on (01449) 724673 or via email at committee.services@babergh.gov.uk