

APPENDIX 1 – RESPONSES TO QUESTIONS/COMMENTS ARISING FROM AUDIT COMMITTEE – 26 JULY 2021

ISSUE	RESPONSE	PROPOSED AMENDMENT (IF APPROPRIATE)
<p>1. SERVICE DELIVERY & PERFORMANCE MONITORING/REPORTING</p> <p>Ref: Page 5 – suspension of the Service Delivery Plan and performance monitoring/reporting processes from 2020/21 to April 2022.</p> <p>Proposal to recommence process from November 2021 to enable 6-month performance monitoring to take place.</p>	<p>This matter was discussed by Corporate Management Team.</p> <p>Given that the Service Delivery Planning is an annual process, it would be more appropriate to prepare new plans for 2022/23 starting in the new municipal year.</p> <p>It is also worth noting that the resource needs of responding to the COVID 19 pandemic are still significant in many services.</p>	<p>None</p>
<p>2. COVID RESPONSE ASSESSMENT</p> <p>Query on how the Council accurately assessed its response to COVID 19 pandemic (Ref: Section 5 Para 6 – Impact of the COVID 19 pandemic in 2020/21)</p>	<p>The implications and risks associated with COVID 19 are detailed in the Council’s risk register and monitored regularly through this process.</p> <p>In addition, the Council is required to submit regular returns to Government in relation to the processing and payment of COVID 19 grants to businesses.</p>	<p>See tracked changes ref: Section 5 para 6.</p>

<p>3. INTERNAL AUDIT ANNUAL REPORT</p> <p>Members requested that the final draft AGS contain a table identifying control issues, the implications of Council and the action taken.</p>	<p>Each Internal Audit report identifies inadequately addressed risks and there are agreed actions identifying individual responsible officers with an agreed timeline.</p> <p>Progress is reported to the Audit Committee by the Head of Internal Audit throughout the year.</p> <p>Therefore, there seems no case to deviate from this agreed process so it is recommended no further amendment to AGS, specifically be implemented.</p>	<p>None</p>
<p>4. CONFLICT OF INTERESTS FOR OFFICERS OF THE COUNCIL AND TRADING COMPANIES</p> <p>How the Council managed conflicts of interests for officers of the Council/Trading Companies.</p>	<p>The Council has sought external legal advice on this matter and this has been circulated to Members.</p>	<p>None</p>
<p>5. IMPACT OF COVID 19 ON ALL SERVICE AREAS</p> <p>Ref: Page Section 5 para 6 – Member questioned the assertion that alternative working arrangements had had little effect or no effect on ‘business as usual’ – specifically, how could this statement be evidenced, methodology for review and overall assessment.</p>	<p>An action log was maintained from early 2020 detailing service changes that had been made in response to the pandemic and was reviewed by CMT. The document was shared with Members on an ad-hoc basis.</p>	<p>See tracked change ref: Section 5 para 6</p>

	<p>In response to this query, the Chief Executive has reviewed this documentation and recognised that the previous draft of the AGS does not reflect the complexity of the response and its effect.</p> <p>The proposed tracked change reflects that alternative working arrangements could not be universally applied across services particularly those requiring face to face contact.</p>	
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