

6 June 2019

You are hereby requested to attend a meeting of the Causeway Coast and Glens Borough Council **Audit Committee**, to be held in **the Council Chamber, Civic Headquarters, Coleraine**, on **Wednesday 12<sup>th</sup> June 2019 at 7 pm.**

*Committee Members: Alderman Robinson, McKeown; Councillors Anderson, Beattie, Lavery, McAuley (Chair), McCandless, McMullan, McQuillan, Mulholland, Nicholl, Peacock (Vice Chair), Quigley, Schenning, Wallace, Watton and G Ireland (Independent Member)*

Circulation: All Members (40)

### **A G E N D A**

1. Apologies
2. Declarations of Interest
3. Terms of Reference (attached)
4. Minutes of Audit Committee Meeting 12 December 2018 (summary attached)
5. Northern Ireland Audit Office (NIAO)
  - 5.1 NIAO Causeway Coast and Glens Borough Council Audit Strategy 2018-2019 (attached)
6. Internal Audit Reports (Causeway Coast and Glens Borough Council)
  - 6.1 Absence Monitoring and Sickness (report attached)
  - 6.2 Corporate Health and Safety – Civic Amenity Sites (report attached)
  - 6.3 Reception Services (report attached)
  - 6.4 Registration of Births, Deaths, Marriages and Civil Partnerships (report attached)
  - 6.5 PCSP (report attached)
  - 6.6 Arts and Cultural Centres (report attached)
  - 6.7 Review of 2017-18 recommendations (report attached)

Other questionnaires completed:

- 6.8 NIAO Fraud Assessment Questionnaire 2018-19 –completed assessment (report attached)
- 6.9 Managing Fraud Risk in a Changing Environment Self-Assessment Checklist 2018-19 (report attached)

7. Internal Audit Reports (Moore Stephens)

- 7.1 Energy Management (report attached)
- 7.2 Town and Village Management (report attached)
- 7.3 Visitor Information Services (report attached)
- 7.4 Staff Recruitment, Learning and Development (report attached)
- 7.5 Annual Internal Audit Report 2018/19, and Annual Assurance Report (report attached)
- 7.6 Review of the 2017-18 recommendations (report attached)
- 7.7 Assessing Conformance with Public Sector Internal Audit Standards and the Local Government Application Note - Internal Audit Self-Assessment Checklist has been completed (report available on request)

8. Report to Those Charged With Governance (report attached)

9. Performance

- 9.1 Update on 2018/19 Performance Improvement Plan (report attached)
- 9.2 Performance Dashboard – Quarter 3 (report attached)

10. Council Strategy Workshop (verbal update)

11. Matters for Reporting to Partnership Panel

**IN COMMITTEE (Items 12 – 15 inclusive)**

12. Correspondence (report attached)

13. Corporate Risk Management (verbal update)

14. Legal Cases Activity (to follow)

15. Whistle Blowing /Fraud (verbal update)

16. Any Other Relevant Business (notified in accordance with Standing Order 12(o))

**17. Date of Next Meeting - Wednesday 18 September 2019**

D H Jackson  
Chief Executive  
Causeway Coast and Glens Borough Council