

**AUDIT AND RISK MANAGEMENT
COMMITTEE**

Wednesday, 1 November 2017 at 7.00 pm
Conference Room, Civic Centre, Silver
Street, Enfield, EN1 3XA

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MEMBERS: Councillors Mary Maguire (Chair), Guney Dogan, Doris Jiagge, Robert Hayward, Andy Milne, George Savva MBE and Toby Simon

Officers: James Rolfe (Executive Director of Finance, Resources & Customer Services), Jayne Middleton-Albooye (Interim Assistant Director – Legal & Governance), Christine Webster (Head of Internal Audit & Risk Management), and Stephen Fitzgerald (Assistant Director - Corporate Finance)

Also attending: David Eagles and Andrew Barnes (External Audit - BDO)

AGENDA – PART 1

1. WELCOME AND APOLOGIES FOR ABSENCE - 19:00 - 19:05

2. DECLARATION OF INTEREST - 19:05 - 19:10

Members of the Committee are invited to identify any disclosable pecuniary, other pecuniary or non - pecuniary interests relevant to items on the agenda.

3. BDO - ANNUAL AUDIT LETTER 2015/16 - 19:10 - 19:20

To receive from BDO (external auditors) the Annual Audit Letter summarising the key issues arising from the work carried out by BDO during the 2016/17 audit.

(TO FOLLOW)

4. BDO PROGRESS REPORT - 19:20 - 19:30

To receive from BDO (external auditors) a progress report on the external audit to October 2017.

(TO FOLLOW)

5. SERVICE ENABLING RISK REGISTER UPDATE - 19:30 - 19:45 (Pages 1 - 8)

To receive a report from the Executive Director of Finance, Resources &

Customer Services providing a Service Enabling Risk Registers update for Finance, Resources & Customer Services and Chief Executive's Department.
(Report No.85)

6. 2017/18 INTERNAL AUDIT SERVICE PROGRESS REPORT - 19:45 - 19:55
(Pages 9 - 24)

To receive the report of the Executive Director of Finance, Resources & Customer Services summarising the work that the Internal Audit and Risk Management Service (ARMS) has completed for the period 1 April 2017 to 23 October 2017.

(Report No.84)

7. AUDIT & RISK MANAGEMENT COMMITTEE ASSESSMENT OF GOOD PRACTISE AND EFFECTIVENESS - 19:55 - 20:05 (Pages 25 - 34)

To receive a report from the Executive Director of Finance, Resources & Customer Services providing a report on the Audit & Risk Management Committee Assessment of Good Practise and Effectiveness.

(Report No.86)

8. WAIVERS REPORT AND UPDATE ON PROCUREMENT SPEND - 20:05 - 20:20 (Pages 35 - 48)

To receive the report of the Executive Director of Finance, Resources & Customer Services providing the Waivers report and Procurement spend update.

(Report No.82)

9. REVIEW OF CONTRACT PROCEDURE RULES 2017 - 20:20 - 20:30
(Pages 49 - 108)

To receive the report of the Executive Director of Finance, Resources & Customer Services providing a Review of the Contract Procedure Rules 2017

(Report No.83)

10. DWP IMPLEMENTATION OF UNIVERSAL CREDIT IN ENFIELD - COUNCIL READINESS PLAN - 20:30 - 20:45 (Pages 109 - 114)

To receive the report of the Executive Director of Finance, Resources & Customer Services providing the DWP Implementation of Universal Credit in Enfield.

11. MANAGING THE SAVINGS - 20:45 - 20:55

To receive the report of the Executive Director of Finance, Resources & Customer Services providing a Savings Monitor Update Report.

(Report No.87)
(TO FOLLOW)

12. MINUTES (Pages 115 - 116)

Audit & Risk Management Committee

a. To receive and agree the minutes of the Audit Committee meeting held on Thursday 28 September 2017, as a correct record.

(TO FOLLOW)

b. To note the update on actions identified at the last meeting.

13. AUDIT & RISK MANAGEMENT COMMITTEE WORK PROGRAMME 2017/18 - 20:55 - 21:00 (Pages 117 - 120)

The Committee is asked to agree the Work Programme put forward for the 2017/18 municipal year along with the timetabling of each issue on the Work Programme.

14. DATES OF FUTURE MEETINGS

To Note the dates of future meetings:

Thursday 11 January 2018 – 07:30pm

Tuesday 7 March 2018

(All meetings to commence at 7.00pm unless otherwise agreed.)

15. EXCLUSION OF THE PRESS AND PUBLIC

If necessary, to consider passing a resolution under Section 100A(4) of the Local Government Act 1972 excluding the press and public from the meeting for any items of business moved to part 2 of the agenda on the grounds that they involve the likely disclosure of exempt information as defined in those paragraphs of Part 1 of Schedule 12A to the Act (as amended by the Local Government (Access to Information) (Variation) Order 2006).

There are no items currently listed for consideration in Part 2.