

Mid and East Antrim Borough Council uses Livescribe Echo Smartpen technology in order to support minute taking of meetings. This meeting will therefore be audio recorded, but following ratification of the minutes, the recording will be destroyed.

There is currently restricted access to meetings, therefore all open business will be streamed live on Council's website.

February 16th, 2023

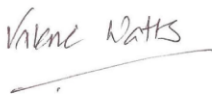
Notice Of Meeting

You are requested to attend a Meeting of the

Mid and East Antrim Audit & Scrutiny Committee

to be held on **Tuesday, 21st February 2023 at 6:30 pm** in **Council Chamber, The Braid, 1-29 Bridge Street, Ballymena and via remote access.**

Yours sincerely



Valerie Watts
Interim Chief Executive, Mid and East Antrim Borough Council

Agenda

1 NOTICE OF MEETING

2 APOLOGIES

3 DECLARATIONS OF INTEREST

4 FOR INFORMATION AND NOTING - see Appendix

📎 *Appendix.pdf*

Not included

📎 *12.22 Audit Scrutiny Committee Minutes.pdf*

Not included

📎 *12.22 Reconvened Audit Scrutiny Committee Minutes.pdf*

Not included

Reserved Matters - In accordance with Council policy, representatives of the Press will not be in attendance for this section of the Meeting.

Only Audit Members should be in attendance for this part of the meeting

5 ITEMS FOR CONSIDERATION AND DECISION

5.1 New Corporate Risks - circulated

📎 *AS Committee New Corporate Risks February 2023 (002).pdf*

Not included

📎 *App 1 - Current Corporate Risk Register.pdf*

Not included

6 UPDATES FOR MEMBERS

6.1 Internal Audit Summary Report

(a) Review of Payroll - to follow

(b) Review of HR Management - circulated

📎 *b - 2022.23 MEA HR Policies and procedures - final report.pdf*

Not included

(c) Review of Records Management - to follow

(d) Review of The Gobbins - circulated

📎 *d - 2022.23 MEA - The Gobbins - operational review - final report.pdf*

Not included

- (e) **Review of Trade Waste - to follow**
- (f) **Post-implementation of the Tech One Finance System - circulated**
 - 📎 *f - MEA 2022.23 Internal Audit Plan (revised February 2023) - for ASC consideration.pdf* *Not included*
- (g) **Follow up review - circulated**
 - 📎 *g - 2022.23 MEA Follow up - final report.pdf* *Not included*
- (h) **Review of Grants Management - circulated**
 - 📎 *h - 202122 MEA - grants management - final report (002).pdf* *Not included*

6.2 Northern Ireland Audit Office – Audit & Assessment Report 2022/23 – circulated

- 📎 *NIAO Audit & Assessment Report 2022-23 - ASC Cover Report.pdf* *Not included*
- 📎 *Appendix 1 - MEA Performance Audit 2022-23 Certification cover letter.pdf* *Not included*
- 📎 *Appendix 2 - MEA Final Audit Certificate 2022-23.pdf* *Not included*
- 📎 *Appendix 3 - MEA Final S95 Reepport 2022-23.pdf* *Not included*
- 📎 *Appendix 4 - Update on previous NIAO Proposals for Improvement.pdf* *Not included*

6.3 Annual Audit Letter and Report to Those Charged with Governance (NIAO) - report circulated

- 📎 *230221 Report to Those Charged with Governance 2122.pdf* *Not included*
- 📎 *Appendix 1 - Final MEA 2021-22 RttcwG.pdf* *Not included*
- 📎 *Appendix 2 - MEA Annual Audit Letter 2021-22.pdf* *Not included*

6.4 Procurement Update - circulated

- 📎 *Audit & Scrutiny - Procurement Review Update - 21 February 2023.pdf* *Not included*

6.5 Review of DACs - circulated

- 📎 *Review of DACs - AS 21 February 2023.pdf* *Not included*
- 📎 *App1 - DACs Dec 2022 January 2023.pdf* *Not included*

6.6 Insurance Update - circulated

- 📄 *Audit & Scrutiny - Insurance Update.pdf* *Not included*

- 📄 *Appendix 1 - 2022-2023 Insurance Renewal.pdf* *Not included*

- 📄 *Appendix 2 - MEABC 2023-24 Draft FTS Insurance Tender Timetable Open Procedure.pdf* *Not included*

6.7 Progress update on filling gaps at SMT and OMT level - circulated

- 📄 *Report A&S - Recruitment to vacancies at OMT- SMT level February 2023.pdf* *Not included*

6.8 Update on the Usage of Useable Reserves in MEA - circulated

- 📄 *Update on useage of useable reserve MEA - A&S - 21.02.23.pdf* *Not included*

Only Scrutiny Members should be in attendance for this part of the meeting

7 ITEMS FOR CONSIDERATION AND DECISION

8 UPDATES FOR MEMBERS

8.1 Capital Plan Governance Update - circulated

- 📄 *Capital Plan Governance Update.pdf* *Not included*

- 📄 *Appendix 1 - 2022-23 Q3 Status Update.pdf* *Not included*

- 📄 *Appendix 2 - Revenue Funded Capital Projects Status Update Q.pdf* *Not included*

8.2 Performance Improvement Plan 2022/23 Q3 Update – circulated

- 📄 *Performance Improvement Plan 2022-23 Q3 Update - ASC Report.pdf* *Not included*

- 📄 *Appendix 1 - Performance Improvement Plan 2022-23 Q3 Update.pdf* *Not included*

OPEN COMMITTEE