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June 21st, 2019

Notice Of Meeting

You are requested to attend a Meeting of the

Mid and East Antrim Audit and Scrutiny Committee (designated 'Audit' meeting)

to be held on **Tuesday, 25th June 2019 at 7:00 pm** in **Council Chamber, Carrickfergus Town Hall, Antrim Street, Carrickfergus.**

Yours sincerely



Anne Donaghy,
Chief Executive, Mid and East Antrim Borough Council.

Agenda

1 NOTICE OF MEETING

2 APOLOGIES

3 DECLARATIONS OF INTEREST

Members and Officers are invited to declare any pecuniary and non-pecuniary interests, including gifts and hospitality, they may have in respect of items on this Agenda.

Open Committee

4 ITEMS FOR CONSIDERATION AND DECISION

4.1 Review Audit and Scrutiny Committee Terms of Reference - Circulated 21.06.19

📄 *Terms of Reference Report.pdf*

Not included

📄 *Amended Audit and Scrutiny - Terms of Reference.pdf*

Not included

5 INFORMATION AND NOTING - See Appendix

📄 *Appendix.pdf*

Not included

📄 *A&S Cttee (Audit) - 25 Feb 19.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.

6 ITEMS FOR CONSIDERATION/DECISION (Cont'd)

6.1 Appointment process for Independent Member of Audit & Scrutiny Committee - Circulated

📄 *Independent Member of Audit and Scrutiny Committee.pdf*

Not included

📄 *Independment Member - Job Description and Spec.pdf*

Not included

6.2 Training for Audit & Scrutiny Committee Members - circulated

📄 *Audit and Scrutiny Committee Training Report.pdf*

Not included

📄 *Outline Audit and Scrutiny Committee Training Plan.pdf*

Not included

7 UPDATES FOR MEMBERS

7.1 Internal Audit Reports (2019/20)

a Waste Management

📄 *201819 MEA Waste Management Services Final report.pdf* *Not included*

b Policy and Procedures - Information Governance

📄 *201819 MEA Policy and Procedures - information governance final report.pdf* *Not included*

c Leisure Services - to follow

📄 *201819 MEA Review of Leisure Services - final report.pdf* *Not included*

d 2017/18 Follow-ups - circulated 20.06.19

📄 *201819 MEA Follow up - final report.pdf* *Not included*

e Gobbins Investigation - verbal update - to follow

7.2 Internal Audit Assurance Statement - circulated 20.06.19

📄 *201819 MEA Annual Assurance Report to MEA.pdf* *Not included*

7.3 Fraud Investigation Update- circulated

📄 *Fraud Investigation Update.pdf* *Not included*

7.4 Review of the Effectiveness of the Internal Audit Function - circulated 20.06.19

📄 *201819 MEA self assessment checklist - assessing conformance with PSIAS to MEA.pdf* *Not included*

7.5 Governance Documentation - circulated

📄 *2018-19 Governance Checklists and Documents report.pdf* *Not included*

a Self-assessment of the Audit and Scrutiny Committee

📄 *Audit and Scrutiny Committee Self-assessment of Good Practice - March 2019.pdf* *Not included*

b Annual Governance Statement Checklist - to follow

c Annual Governance Statement - to follow

7.6 2018/19 Financial Statements Mid and East Antrim Borough Council - to follow

7.7 Audit and Scrutiny Committee Additional Duties - circulated 20.06.19

📄 *Audit & Scrutiny Committee Additional Requirements for Elected Members.pdf* *Not included*

📄 *Grants Appeals Procedure.pdf* *Not included*

7.8 Draft Internal Audit Charter - circulated 20.06.19

📄 *Internal Audit Charter report.pdf* *Not included*

📄 *MEA Audit Charter - draft for ASC consideration.pdf* *Not included*

7.9 Internal Audit Plan 2019/20 -circulated 20.06.19

📄 *2019-23 MEA IA Strategy - draft to MEA for ASC consideration.pdf* *Not included*

Open Committee
