Present: Cllr Amardeep Singh Jamu (Chair), Cllr Sanchia Alasia and Cllr Laila Butt

Also Present: Dr Ian Fifield;

Apologies: Cllr Margaret Mullane;

118. Declaration of Members' Interests

There were no declarations of interest.

119. Minutes - To confirm as correct the minutes of the meeting held on 29 January 2014

The minutes of the meeting held on 29 January 2014 were confirmed as correct.

120. R12 Oracle Project update

The Divisional Director of HR and OD provided a verbal update on the progress with the R12 Oracle project. The hosting arrangements have now been accredited. However due to requirements to install additional security encryption the go live date previously reported of 7 April will not now happen. In the light of recent experience there is naturally caution about presenting alternative dates, however if the reported issues can be resolved it could mean a new go live date sometime in either July or August 2014 is possible.

Officers are also looking at alternative hosting arrangements abroad, which if required would result in additional significant costs over and above those already incurred. In that respect consideration is being given to whether legally there is a case to reclaim the costs brought about by the ongoing delays in the project.

121. Debt Management and Write-offs 2013/14 - Quarter 3

The Head of Revenues at Elevate East London (HREEL) introduced the report.

The report covered debt management for the third quarter of the current financial year 2013/14. It included information regarding collection performance in respect of Council Tax, NNDR, rents and general income, leasehold service charges and Penalty Charge Notices. It included explanations as to why in some areas collection rates are slightly lower than target performance.

Alongside collection rates were details of service improvements, bailiff performance, and write-offs which in accordance with the write off policy approved by the Cabinet in October 2011.
Overall the report shows that Elevate are ahead or meeting all of the agreed performance indicators, albeit the performance on collecting NNDR is slightly down reflecting a similar picture from the last quarter.

The Chief Finance Officer reported that the gap between performance and target is closing as we get to the end of the financial year. The targets set change from year to year based on the top quartile comparisons with like London Boroughs which indicates Barking and Dagenham performing to the higher end. The Committee acknowledged that there will always be a requirement for an agreed level of write offs as Elevate focus on those debts that they can reasonably expect to recover.

122. **Risk Management Review**

The Group Manager Risk and Insurance presented the bi-annual risk management report. The number of corporate risks has increased since the last report from 26 to 29, those being the cost of remand care for young people, Oracle R12 and the non implementation of the provisions of the Care Bill.

Overall there has been no major change to the positioning of the risks which is mainly due to the mitigation measures that have been put in place yet to have an effect.

Have regard to the quarter 3 dashboard as presented officers have been asked to email all PAASC members a copy of the action plan that was omitted from the report re the “death of a child” risk area.

Looking ahead in order to present accurate and timely data the normal quarterly reporting will be offset to quarters 2/3/4/1, meaning the next report will cover the period January to June 2014.

123. **Risk Management Policy and Strategy Review**

The Group Manager Risk and Insurance presented the report.

Following the decision to move to a shared service with Thurrock Council a review of the Policy and Strategy for both organisations has been undertaken resulting in only minor revisions to the policy, namely the Risk Management and Opportunity Reporting Framework has been revised to include the role and responsibility of the Risk Management section and the Strategy now includes a flow chart showing the reporting, monitoring and escalation routes for risk.

The report was noted with no further comments.

124. **Internal Audit and Anti-Fraud Report - Quarter 3**

The Group Manager Internal Audit and Corporate Anti-Fraud summarised the quarter 3 update on the work and outcomes of teams involved with assurance and anti-fraud activities.

The extent of progress against the individual areas set down in the Audit Plan was detailed in an appendix to the report.
125. **Review of Key Anti-Fraud Policies and Strategies**

Noted an annual report presented by the Group Manager Internal Audit and Corporate Anti Fraud detailing the key anti-fraud policies and strategies as approved by the Cabinet. Since the last report changes as detailed had been made to both the Whistleblowing and the Regulation of Investigatory Powers Policies.

Members’ noted the report.

126. **Internal Audit Charter, Audit Strategy and Audit Plan 2014/15**

It is a requirement of the Public Sector Internal Audit (PSIAS) for the Authority to have an Audit Charter and Strategy in place setting out importantly the status of internal audit, how the Audit Plan is derived and delivered and how it supports the organisation achieving its objectives. These have been created using best practice as set out in the PSIAS and supporting guidance.

The report as presented by the Group Manager Internal Audit and Corporate Anti-Fraud set out the details of the proposed Internal Audit activity to be undertaken in 2014/15.

Having considered the report the Committee have agreed the terms of the 2014/15 internal audit Plan which has been drawn up based on an assessment of the organisation’s risk based audit needs and produced in accordance with the Audit Strategy.