

AUDIT, RISK AND GDPR SUB-COMMITTEE

TUESDAY 27TH FEBRUARY 2024

Minutes of the meeting of the **AUDIT, RISK AND GDPR SUB-COMMITTEE** held in the Council Chamber, Council Offices, School Aycliffe Lane, Newton Aycliffe, on **TUESDAY, 27TH FEBRUARY 2024** at 7.00 p.m.

PRESENT

Councillors: Lindsey Aston, Arun M. Chandran, John Clark, Brian Haigh and Carl Robinson

OFFICERS

Mr Dan. Austin (Town Clerk)
Mrs Tracey Woodhead (Finance Manager)
Mr. Steve Ragg (Interim Internal Auditor)
Mrs Sharna Stretch (Senior Admin. Officer)
Mrs. Vicki Anderson (Corporate Assistant)

IN ATTENDANCE

Councillor John Moore.

1. APPOINTMENT OF CHAIRMAN

It was proposed by Councillor Arun M. Chandran, and seconded by Councillor Carl Robinson, that the current Vice Chairman, Councillor Brian Haigh be appointed as Chairman of the Audit, Risk and GDPR Sub-Committee for the remainder of the Municipal Year 2023/24.

RESOLVED – that Councillor Brian Haigh be appointed as Chairman of the Audit, Risk and GDPR Sub-Committee for the remainder of the Municipal Year 2023/24.

Councillor Brian Haigh took the chair for the meeting.

2. APPOINTMENT OF VICE CHAIRMAN

Following the appointment of Councillor Brian Haigh as Chairman, it was proposed by Councillor Arun M. Chandran, and seconded by Councillor Lindsey Aston that Councillor Carl Robinson be appointed as Vice Chairman of the Audit, Risk and GDPR Sub-Committee for the remainder of the Municipal Year 2023/24.

RESOLVED – that Councillor Carl Robinson be appointed as Chairman of the Audit, Risk and GDPR Sub-Committee for the remainder of the Municipal Year 2023/24.

3. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors: Brian McAnaney, Ken Robson, Anita Sparrow and Michael Stead.

4. MEMBERS' DISPENSATIONS

No requests for dispensations had been received.

5. DECLARATIONS OF INTEREST

There were no declarations of interest.

6. PUBLIC QUESTIONS

There were no public questions.

7. MINUTES

It was proposed by Councillor Arun M. Chandran, and seconded by Councillor Lindsey Aston and

RESOLVED – that the minutes of the meeting of the Audit, Risk and GDPR Sub-Committee, held on 30th May 2023 be received.

8. AUDIT RECOMMENDATIONS UPDATE

The Finance Manager submitted a report updating members on the implementation of any outstanding or new internal audit recommendations since the last meeting of the Audit Sub-Committee on 30th May 2023.

Members were asked to note that there was one audit recommendation and four best practice recommendations in the reporting period which supports, as previously reported, that the system of internal control is working well.

RESOLVED – that it be recommended that the report be received.

9. INTERNAL AUDITOR'S REPORT

A report was submitted by the Interim Internal Auditor to update members on the work that has been completed in the year to date.

RESOLVED – that it be recommended that the report be received.

10. RISK ASSESSMENT REPORT

The Corporate Management Team submitted a report providing information for the purpose of monitoring the Council's Risk Management Strategy.

It was noted that no new risks have been added to the Corporate Risk Register since the last meeting.

RESOLVED – that it be recommended that the report be received.

11. GENERAL DATA PROTECTION REGULATION UPDATE

The Corporate Management Team submitted a report providing an update on General Data Protection Regulation issues. It was noted that there had been no data breaches since the last meeting and that GDPR work was ongoing.

One minor issue was noted which after seeking advice from the ICO, did not constitute a data breach. Refresher training for staff has been arranged.

RESOLVED – that it be recommended that the report be received.

Chairman