



**Service Director – Legal, Governance and
Commissioning**

Julie Muscroft

Governance and Democratic Services

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Decision Summary

Committee:
AUDIT COMMITTEE

Date:

Committee Clerk:

TEL:

CORPORATE GOVERNANCE AND

FRIDAY 15 SEPTEMBER 2017

Andrea Woodside

01484 221000

Chair

Councillor Hilary Richards

Councillors Attended

Councillor Julie Stewart-Turner

Councillor Carole Pattison

Councillor Kath Pinnock

Councillor Ken Sims

Councillor Nigel Patrick

Councillor John Lawson

Attendees

Co-optees

Ex-Officio Members

Apologies

Observers

1 Membership of the Committee

This is where Councillors who are attending as substitutes will say for whom they are attending.

Councillor Lawson substituted for Councillor Wilkinson.

2 Minutes of Previous Meeting

To approve the Minutes of the meeting of the Committee held on 4 August 2017.

Approved as a correct record.

3 Interests

The Councillors will be asked to say if there are any items on the Agenda in which they have disclosable pecuniary interests, which would prevent them from participating in any discussion of the items or participating in any vote upon the items, or any other interests.

None declared.

4 Admission of the Public

Most debates take place in public. This only changes when there is a need to consider certain issues, for instance, commercially sensitive information or details concerning an individual. You will be told at this point whether there are any items on the Agenda which are to be discussed in private.

All items were considered in public session.

5 Deputations/Petitions

The Committee will receive any petitions and hear any deputations from members of the public. A deputation is where up to five people can attend the meeting and make a presentation on some particular issue of concern. A member of the public can also hand in a petition at the meeting but that petition should relate to something on which the body has powers and responsibilities.

None received.

6 Public Question Time

The Committee will hear any questions from the general public.

None received.

7 Annual Corporate Emergency Planning and Business Continuity Report

To receive the report.

Contact: Sean Westerby, Emergency Planning and Continuity Manager

That the report be received and noted.

8 Information Governance Annual Report

To receive the report.

Contact: Katy Deacon, Information Governance Manager

That the report be received and noted.

9 Corporate Customer Standards Annual Report 2016-2017

To receive the report.

Contact: Chris Read, Corporate Customer Standards Officer

That:

- 1) the Corporate Customer Standards Annual Report 2016-17 be noted.
 - 2) the amendments as suggested by the Committee be incorporated within the Whistleblowing Policy and brought back for approval at the next meeting.
 - 3) the amendments to the reporting mechanism for upheld Ombudsman complaints be approved.
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10 Changes to Procedures - Dismissal of Statutory Officers

To consider the report.

Contact: Samantha Lawton, Senior Legal Officer

That the proposal outlined by the Committee be developed into a structure for the Committee to approve at their next meeting.

11 Code of Corporate Governance

To consider the report.

Contact: Samantha Lawton, Senior Legal Officer

That the amendments as suggested by the Committee be incorporated within the code and brought back for approval at the next meeting.

12 Arrangements for selecting an external auditor for the year 2018/19 and onwards

To consider the report.

Contact: Martin Dearnley, Head of Audit and Risk

That officers be authorised to confirm to the Public Sector Audit Appointments Ltd that they have no objection to the proposed appointment of Grant Thornton LLP.
