



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

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## **Decision Summary**

**Committee:**  
**AUDIT COMMITTEE**

**Date:**

**Committee Clerk:**

**TEL:**

**CORPORATE GOVERNANCE AND**

**FRIDAY 17 NOVEMBER 2017**

**Andrea Woodside**

**01484 221000**

### **Chair**

Councillor Hilary Richards

### **Councillors Attended**

Councillor Julie Stewart-Turner

Councillor Kath Pinnock

Councillor Linda Wilkinson

Councillor Ken Sims

Councillor Nigel Patrick

### **Ex-Officio Members**

Councillor Andrew Marchington, Chair of Standards Committee

### **Apologies**

Councillor Carole Pattison

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## **1 Membership of the Committee**

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

Apologies for absence were received on behalf of Councillor Pattison.

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## **2 Minutes of Previous Meeting**

To approve the Minutes of the meeting of the Committee held on 15 September 2017.

Approved as a correct record.

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## **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.

Cllr Marchington declared that he was a Member of KNH Board, in relation to Agenda Item 10.

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## **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.

It was noted that Agenda Item 16 would be considered in private session.

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## **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.

In accordance with Council Procedure Rule 10 (2), Members of the Public should provide at least 24 hours' notice of presenting a deputation.

None received.

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## **6 Public Question Time**

The Committee will hear any questions from the general public.

No questions were asked.

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## **7 Changes to the Procedures for the Dismissal of Statutory Officers**

To consider the report.

Contact: Samantha Lawton, Legal Services

That a report be submitted to the meeting of Council on 13 December 2017 recommending the approval of the establishment of a 'Statutory Officer Disciplinary Committee', in accordance with the terms of reference as attached at Appendix B of the considered report.

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## **8 Code of Corporate Governance (Reference to Council)**

To consider the report.

Contact: Samantha Lawton, Legal Services

That approval be given to the Council's Code of Corporate Governance as attached at the appendix to the considered report.

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## **9 Amendment to Councillor Allowances Scheme (Reference to Council)**

To consider the report.

Contact: Carl Whistlecraft, Head of Democracy

That the report be submitted to the meeting of Council on 13 December 2017 with a recommendation that the proposed changes to the Members' Allowances Scheme, as attached at Appendix 1 of the considered report, be approved.

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## **10 Treasury Management Activities - Half Yearly Monitoring 2017/2018**

To receive the report.

Contact: James Buttery, Finance Manager

That the report be received and submitted to the meeting of Cabinet on 21 November 2017 and Council 13 December 2017.

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## **11 Risk Management Statement**

To receive the report.

Contact: Martin Dearnley, Head of Audit and Risk

That the report be received and submitted to a meeting of Cabinet and Council.

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## **12 Annual Governance Statement 2016/2017**

To receive the report.

Contact: Simon Straker, Audit Manager

That the approval be given to the draft Annual Governance Statement 2016/2017.

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## **13 External Audit Report 2016/2017**

To receive the report.

Contact: John Prentice, KPMG External Audit

That the 2016/2017 External Audit Report be received and noted.

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## **14 Approval of Council's Final Accounts**

To consider the report.

Contact: Eamonn Croston, Head of Finance

- 1) That approval be given to the Statement of Accounts 2016/2017.
  - 2) That approval be given to the Chair of the Committee certifying the Statement of Responsibilities as set out on page 16 of the considered report.
  - 3) That approval be given to the Letter of Representation, as attached at Appendix B of the considered report, and that the Chair of the Committee be authorised to sign the document on behalf of the Committee.
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## **15 Exclusion of the Public**

To resolve that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

That acting under Section 100(A)(4) of the Local Government Act, 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act, as specifically stated in the undermentioned Minute.

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## **16 Quarterly Report of Internal Audit 2017/2018 (Quarter 2)**

(Exempt information within Part 1 of Schedule 12A of the Local Government Act 1972 namely that the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining the exemption outweighs the public interest in disclosing the information and providing greater openness in the Council's decision making.

To receive the report.

Contact: Martin Dearnley, Head of Audit and Risk

That the Internal Audit Quarterly Report (Quarter 2) be received and noted.

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