



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

Julie Muscroft

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Decision Summary

Committee:
AUDIT COMMITTEE

Date:

Committee Clerk:

TEL:

CORPORATE GOVERNANCE AND

FRIDAY 27 JULY 2018

Andrea Woodside

01484 221000

Chair

Councillor Hilary Richards

Councillors Attended

Councillor Carole Pattison

Councillor Kath Pinnock

Councillor Ken Sims

Councillor Julie Stewart-Turner

Apologies

Councillor John Taylor and Councillor Gemma Wilson

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 Councillors J Taylor and Wilson.

2 Minutes of Previous Meetings

To receive and approve the Minutes of the previous meetings held on 20 April and 11 May 2018.

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.

No interests were 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.

It was noted that Agenda Item 12 would be considered in private 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.

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.

6 Annual Governance Statement 2017/2018

To consider the report.

Contact: Simon Straker, Audit Manager

That approval be given to the draft Annual Governance Statement 2017/2018, subject to amendment of Section 12 of the Action Plan to include (i) agree the role of both the Corporate Governance and Audit Committee, and the Scrutiny function, and (ii) improve communications links with Councillors within the 'Managed Actions'.

7 External Audit Report (KPMG) - 2017/2018

To consider the report.

Contact:

That the 2017/2018 External Audit Report be received and noted.

8 Approval of the Council's Final Accounts - 2017/2018

To consider the report.

Contact: Eamonn Croston, Finance and Accountancy

- 1) That approval be given for the amended 2017/2018 Statement of Accounts, reflecting the further technical pension adjustments, and incorporating the Annual Governance Statement, to be delegated to the Chair of the Committee to sign-off; and
 - 2) That the Letter of Representation, as attached at Appendix B to the considered report, be signed by the Chair, on behalf of the Committee.
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9 Annual Report - Bad Debt Write-Offs - 2017/2018

To receive the report.

Contact: Steve Bird, Exchequer and Welfare Services

That the Annual Report on Bad Debt Write Offs (2017/2018) be received and noted.

10 Quarterly Report Of Internal Audit 2018/2019 (Quarter 1)

To receive the report.

Contact: Martin Dearnley, Head of Audit and Risk

That the Internal Audit Quarterly Report (Quarter 1) be received and noted.

11 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.

12 Quarterly Report Of Internal Audit 2018/2019 (Quarter 4)

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.

Exempt appendix in relation to Agenda Item 10.

Contact: Martin Dearnley, Head of Audit and Risk

That the Internal Audit Quarterly Report (Quarter 4) be received and noted.
