



# MINUTES OF A MEETING OF THE AUDIT AND GOVERNANCE COMMITTEE HELD ON 7th JUNE 2018

**PRESENT:** Councillor M Summers (Chair), Councillors R Kingstone (Vice-Chair), R Claymore, C Cooke, J Faulkner and M Greatorex (Vice Chair)

**Officers** Stefan Garner (Executive Director Finance), Jane Hackett (Solicitor to the Council and Monitoring Officer), Angela Struthers (Head of Audit & Governance) and Lynne Pugh (Assistant Director Finance)

**Visitors** John Gregory

## **1 APPOINTMENT OF VICE CHAIR**

**RESOLVED:** That Councillor R Kingstone be appointed as Vice-Chair  
*(Moved by Councillor M Greatorex and seconded by Councillor R Claymore)*

## **2 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor M Gant

## **3 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 28<sup>th</sup> March 2018 were approved and signed as a correct record.

*(Moved by Councillor M Summers and seconded by Councillor J Faulkner)*

## **4 DECLARATIONS OF INTEREST**

There were no declarations of Interest.

## **5 UPDATE FROM EXTERNAL AUDITORS**

The external auditor advised the Committee that he was confident that the 31 July 2018 deadline will be met for the accounts.

## **6 REGULATION OF INVESTIGATORY POWERS ACT 2000**

**RESOLVED** The Committee endorsed the RIPA monitoring report for the quarter to 31 March 2018.

*(Moved by Councillor M Summers and seconded by Councillor C Cooke)*

## **7 CONSTITUTION & SCHEME OF DELEGATION**

**RESOLVED:** That the Committee

Endorsed the Constitution and Scheme of Delegation as approved by Council on 6 June 2018.

*(Moved by Councillor J Faulkner and second by Councillor C Cooke)*

## **8 ANNUAL GOVERNANCE STATEMENT & CODE OF CORPORATE GOVERNANCE**

**RESOLVED** The Committee agreed

- A) the Annual Governance Statement as appropriate for presentation to the External Auditor and for inclusion in the Annual Statement of Accounts; and
- B) the Code of Corporate Governance

Committee gave a vote of thanks for the hard work of J Wheatley and J Hackett

*(Moved by Councillor M Greatorex and seconded by Councillor R Claymore)*

## **9 AUDIT & GOVERNANCE COMMITTEE SELF-ASSESSMENT 2017/18**

The report informed the Committee of the earlier completed assessment to which members had contributed.

**10 INTERNAL AUDIT ANNUAL REPORT AND QUARTER 4 PERFORMANCE REPORT**

**RESOLVED:** That the Committee considered the attached report and following some discussion was satisfied with the performance

*(Moved by Councillor M Summers and seconded by Councillor C Cooke)*

**11 INTERNAL AUDIT CUSTOMER SATISFACTION SURVEY 2017/18**

**RESOLVED:** The Committee considered the report and had no issues to raise.

*(Moved by Councillor J Faulkner and seconded by Councillor R Kingstone)*

**12 PUBLIC SECTOR INTERNAL AUDIT STANDARDS & QUALITY ASSURANCE AND IMPROVEMENT PROGRAMME**

**RESOLVED** That the Committee endorsed;  
  
compliance with the Public Sector Internal Audit Standards;  
and;  
  
the Quality Assurance & Improvement Programme.

*(Moved by Councillor C Cooke and seconded by Councillor R Claymore)*

**13 AUDIT AND GOVERNANCE COMMITTEE TIMETABLE**

The Committee reviewed the timetable.

Chair

---

DRAFT