



**MINUTES OF A MEETING OF THE
AUDIT AND GOVERNANCE COMMITTEE
HELD ON 26th MARCH 2015**

PRESENT: Councillor M Gant (Chair), Councillors J Chesworth,
M Couchman, J Faulkner, R Kingstone, J Oates and P Seekings

Officers John Wheatley (Executive Director Corporate Services),
Jane Hackett (Solicitor to the Council and Monitoring
Officer), Stefan Garner (Director of Finance), Angela
Struthers (Head of Internal Audit Services) and Kerry
Beavis (Principal Auditor)

Visitors John Gregory – Grant Thornton (Left the meeting at
6.15pm)

49 APOLOGIES FOR ABSENCE

None

50 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 29th January 2015 were approved and signed
as a correct record.

(Moved by Councillor J Chesworth and seconded by Councillor J Faulkner)

51 DECLARATIONS OF INTEREST

There were no declarations of Interest.

52 THE AUDIT PLAN

The Report of Grant Thornton (External Auditor) was considered.

RESOLVED: That the Report be received which informs the Audit Plan for
the Council.

53 INFORMING THE AUDIT RISK ASSESSMENT

The Report of Grant Thornton (External Auditor) was considered.

RESOLVED: That the Report be received which informs the Audit Risk Assessment.

54 REVIEW OF THE TREASURY MANAGEMENT STRATEGY STATEMENT, MINIMUM REVENUE PROVISION POLICY STATEMENT, ANNUAL INVESTMENT STATEMENT 2015/16, TREASURY MANAGEMENT STRATEGY STATEMENT AND ANNUAL INVESTMENT STRATEGY MID-YEAR REVIEW REPORT 2014/15

The Report of the Executive Director Corporate Services review of the treasury management strategy statement, minimum revenue provision policy statement and annual investment statement 2015/16 and the treasury management strategy statement and annual investment strategy mid-year review report 2014/15 was considered.

RESOLVED: That the Committee endorsed the Treasury Management Statements as detailed within the annexed reports and highlighted changes for recommendation to Cabinet.

(Moved by Councillor J Chesworth and seconded by Councillor J Faulkner)

55 FINAL ACCOUNTS 2014/15 - ACTION PLAN

Report of the Director of Finance to provide an outline of the corporate requirements that will need to be achieved in order to produce the Council's Annual Statement of Accounts for 2014/15 (including deadlines but not including detailed responsibilities) and to obtain corporate commitment to the action plan was considered.

RESOLVED: That the Committee;

1. endorsed the target of 31 May 2015 for closure of the Final Accounts 2014/15 and production of a Draft Statement for 2014/15;
2. agreed that staffing resources be committed to the provision of appropriate information and support in order to meet the published timescales and the Committee receive progress updates (if required); and
3. agreed that the Statement be presented to the Audit & Governance Committee on 24 September 2015.

(Moved by Councillor J Faulkner and seconded by Councillor J Chesworth)

56 INTERNAL AUDIT CHARTER AND PLAN 2015/16

Report of the Head of Internal Audit Services to advise Members of the proposed Internal Audit Charter and Plan for 2015-2016, to provide Members with assurance on the appropriate operation of Internal Audit was considered.

RESOLVED: the Committee endorsed the Internal Audit Charter and Plan 2015-2016

(Moved by Councillor M Gant and seconded by Councillor M Couchman)

57 FINANCIAL GUIDANCE REVIEW 2015

Report of the Head of Internal Audit Services to seek Member endorsement of the recently reviewed Financial Guidance which forms an important part of the Council's Regulatory Framework, and to provide an opportunity for Members of the Committee to raise any issues they consider appropriate on the subject was considered.

RESOLVED: That the Committee endorsed the changes to Financial Guidance.

(Moved by Councillor P Seekings and seconded by Councillor M Couchman)

58 AUDIT & GOVERNANCE COMMITTEE SELF ASSESSMENT

Report of the Head of Internal Audit Services to complete a self assessment of the effectiveness of the Audit & Governance Committee and produce an improvement action plan if required was considered.

RESOLVED: That the Committee completed the self assessment checklist in order to formulate an improvement plan.

59 REGULATION OF INVESTIGATORY POWERS ACT 2000

The Report of the Solicitor to the Council and Monitoring Officer informing Members of the surveillance carried out under the Regulation of Investigatory Powers Act 2000 was considered.

RESOLVED: That the quarterly RIPA monitoring report be endorsed.

(Moved by Councillor M Gant and seconded by Councillor J Chesworth)

60 REVIEW OF MEMBER'S ALLOWANCES

Report of the Solicitor to the Council and Monitoring Officer to inform members of the Audit and Governance Committee of the report of the Independent Remuneration Panel and the recommendations adopted by Council on 17 March 2015 in relation thereto was considered.

RESOLVED: That

1. the Committee endorsed the report of the Independent Remuneration Panel (which was carried unanimously); and
2. the recommendations adopted by Council on 17 March 2015 (which was carried 4 votes M Gant, J Oates, J Chesworth and R Kingstone to 3 votes M Couchman, P Seekings and J Faulkner

(Moved by Councillor M Gant and seconded by Councillor M Couchman)

61 AUDIT AND GOVERNANCE COMMITTEE TIMETABLE

The Committee reviewed and agreed the timetable.

Chair