



MINUTES OF A MEETING OF THE AUDIT AND GOVERNANCE COMMITTEE HELD ON 31st MARCH 2016

PRESENT: Councillor J Chesworth (Chair), Councillors J Faulkner, J Goodall, S Goodall and K Norchi

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

Visitors John Gregory (Grant Thornton)

54 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J Oates and T People

55 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 28 January 2016 were approved and signed as a correct record.

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

56 DECLARATIONS OF INTEREST

There were no declarations of Interest.

57 REVIEW OF THE TREASURY MANAGEMENT STRATEGY STATEMENT, MINIMUM REVENUE PROVISION POLICY STATEMENT AND ANNUAL INVESTMENT STATEMENT 2016/17 AND THE TREASURY MANAGEMENT STRATEGY STATEMENT AND ANNUAL INVESTMENT STRATEGY MID-YEAR REVIEW REPORT 2015/16

The Report of the Executive Director of Corporate Services on the review of the Treasury Management Strategy Statement, Minimum Revenue Provision Statement, Annual Investment Statement 2016/17, the Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Report 2015/16 approved by Council on 23rd February 2016 and 15th December 2015 respectively were considered.

RESOLVED: That the Committee endorsed the Treasury Reports, as detailed within the Executive Director's report.

(Moved by Councillor J Faulkner and seconded by Councillor S Goodall)

58 FINAL ACCOUNTS 2015/16 – ACTION PLAN

The Report of the Director of Finance to provide outline of the corporate requirements that will need to be achieved in order to produce the Council's Annual Statement of Accounts for 2015/16 (including deadlines but not including detailed responsibilities) and to obtain corporate commitment to the action plan was considered.

RESOLVED: That the Committee

- 1** approved the target of 31st May 2016 for closure of the final accounts and production of a draft statement for 2015/16;
- 2** agreed 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 the Statement be presented to Audit and Governance Committee on 22nd September 2016.

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

59 REGULATIONS 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 (RIPA) was considered.

RESOLVED: That the Committee endorsed the quarterly RIPA monitoring report.

(Moved by Councillor J Chesworth and seconded by Councillor S Goodall)

60 AUDIT & GOVERNANCE COMMITTEE SELF ASSESSMENT

The 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 was considered.

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

(Moved by Councillor J Goodall and seconded by Councillor S Goodall)

61 FINANCIAL GUIDANCE REVIEW

The 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 S Goodall and seconded by Councillor J Chesworth)

62 THE AUDIT PLAN AND THE AUDIT RISK ASSESSMENT FOR 2015/16

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

RESOLVED: That the Committee received the report of the External Auditor which informs The Audit Plan for the Council and the Audit Risk Assessment for 2015/16

63 INTERNAL AUDIT CHARTER & PLAN 2016/17

The Report of the Head of Internal Audit to advise Members of the proposed Internal Audit Charter and Plan for 2016-17 and to provide Members with assurance on the appropriate operation of Internal Audit was considered.

RESOLVED: That the Committee endorsed the Internal Audit Charter and Plan 2016-17.

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

64 AUDIT AND GOVERNANCE COMMITTEE TIMETABLE

The Committee reviewed and agreed the timetable.

Chair