



MINUTES OF A MEETING OF THE AUDIT AND GOVERNANCE COMMITTEE HELD ON 30th JUNE 2016

PRESENT: Councillors J Chesworth (Chair), M Summers (Vice-Chair), C Cooke, J Faulkner, M Gant, R Kingstone and J Oates

Officers Stefan Garner (Director of Finance), Angela Struthers (Head of Internal Audit Services), Karen Taylor (Head of Benefits) and Lynne Pugh (Chief Accountant)

Visitors Joan Barnett (Grant Thornton)

15 APOLOGIES FOR ABSENCE

None

16 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 9 June 2016 were approved and signed as a correct record.

(Moved by Councillor M Summers and seconded by Councillor J Oates)

17 DECLARATIONS OF INTEREST

There were no declarations of Interest.

18 DRAFT ANNUAL STATEMENT OF ACCOUNTS & REPORT 2015/16

The Director of Finance requested Members to receive the Draft Statement of Accounts (the Statement) for the financial year ended 31st March 2016 was considered.

RESOLVED:

- That the Members
- 1 received and reviewed the Annual Statement of Accounts 2015/16; and
- 2 rewarded their thanks to the Finance team

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

19 COUNTER FRAUD & CORRUPTION UPDATE REPORT

The Head of Internal Audit Services provided Members with an update of Counter Fraud work completed during the financial year 2015/16.

- RESOLVED:** That the Members
- 1** are to be provided with an explanation on mitigation measures for the theft of intellectual property to move from 12 to 8;
 - 2** endorsed the Fraud & Corruption Risk Register; and
 - 3** endorsed the Self Assessment Against Counter Fraud & Corruption Best Practice

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

20 INTERNAL AUDIT CUSTOMER SATISFACTION SURVEY 2016

That the Head of Internal Audit Services reported to Members on the outcome of Internal Audit's customer satisfaction survey.

- RESOLVED:** That the Members considered this report and had no issues to raise.

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

21 RISK MANAGEMENT UPDATE

The Head of Internal Audit Services reported to Members on the Risk Management process for the financial year 2015/16.

- RESOLVED:** That the Members

- 1 endorsed the Corporate Risk Register 2015/16;
- 2 endorsed the Risk Management Plan 2015/16; and
- 3 requested the Head of Internal Audit to report back on alternative proposals for an opportunity risk register.

(Moved by Councillor C Cooke and seconded by Councillor M Gant)

22 AUDIT AND GOVERNANCE COMMITTEE TIMETABLE

The Committee reviewed the timetable.

23 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: That members of the press and public be now excluded from the meeting on the grounds that the business involves the likely disclosure of exempt information as defined in Paragraph 7 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended)

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

24 RISK BASED VERIFICATION POLICY

The Portfolio Holder for Assets and Finance requested the Members to approve the adoption of a Risk Based Verification (RBV) Policy in determining evidence requirements for the assessment of new/changes to Housing Benefit and Council Tax Reduction claims was considered.

RESOLVED: That the Members endorsed the recommendation as contained in the report.

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

Chair