



**MINUTES OF A MEETING OF THE
AUDIT AND GOVERNANCE COMMITTEE
HELD ON 28th MARCH 2019**

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

Officers Stefan Garner (Executive Director Finance), Lynne Pugh (Assistant Director Finance), Angela Struthers (Head of Audit & Governance) and Kerry Beavis (Principal Auditor)

Visitors Laurelin Griffiths

55 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 14th February 2019 were approved and signed as a correct record.

(Moved by Councillor J Faulkner and seconded by Councillor C Cooke)

56 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor R Kingstone and Councillor M Gant

57 DECLARATIONS OF INTEREST

There were no declarations of Interest.

58 AUDIT COMMITTEE PROGRESS REPORT AND SECTOR UPDATE

The Audit Progress and Sector Update report of Grant Thornton (External Auditor) was considered

RESOLVED: That Members endorsed the report

(Moved by Councillor M Summers and seconded by Councillor M Greatorex)

59 INFORMING THE AUDIT RISK ASSESSMENT

The Report of Grant Thornton (External Auditor) was considered

RESOLVED: That the Members endorsed the report of the External Auditor informing of the Audit Risk Assessment for 2018/19 for the Council

(Moved by Councillor C Cooke and seconded by Councillor J Faulkner)

60 REVIEW OF THE TREASURY MANAGEMENT STRATEGY STATEMENT, MINIMUM REVENUE PROVISION POLICY STATEMENT AND ANNUAL INVESTMENT STATEMENT 2019/20 AND THE TREASURY MANAGEMENT STRATEGY STATEMENT AND ANNUAL INVESTMENT STRATEGY MID-YEAR REVIEW REPORT 2018/19

The Executive Director Finance reported on the review of the Treasury Management Strategy Statement, Minimum Revenue Provision Statement and Annual Investment Statement 2019/20 and the Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2018/19 approved by Council on 26th February 2019 and 11th December 2018 respectively was considered

RESOLVED: That the Members considered the Treasury Reports detailed within the Executive Directors Report

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

61 FINAL ACCOUNTS 2018/19 - ACTION PLAN

The Executive Director Finance provided an outline of the corporate requirements that will need to be achieved in order to produce the Council's Annual Statement of Accounts for 2018/19 (including deadlines but not including detailed responsibilities) and to obtain corporate commitment to the action plan

RESOLVED That Members approved

- 1 The target of 24th May 2019 for closure of the final accounts and production of a the statement for 2018/19
- 2 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);

3 CMT receive a fortnightly update until completion of the audit; and

4 That the Statement be presented to the Audit & Governance Committee on 25th July 2019

The Committee thanked all staff involved in the process.

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

62 INTERNAL AUDIT CHARTER & PLAN 2019/20

The Head of Audit and Governance advised Members of the Internal Audit Charter and Plan for 2019-20, and provided members with assurance on the appropriate operation of Internal Audit.

RESOLVED That Committee
Endorsed the attached Internal Audit Charter and Plan 2019-20

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

63 AUDIT & GOVERNANCE COMMITTEE SELF ASSESSMENT

The Audit and Governance Committee completed a self-assessment of the effectiveness of the Committee to inform an improvement action plan

RESOLVED: That Members of the Committee completed the self-assessment checklist

64 AUDIT AND GOVERNANCE COMMITTEE TIMETABLE

The Committee reviewed and agreed the timetable.

65 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED That Members of the press and public be excluded from the

meeting during consideration of the Community and Development Services Update on the grounds that the business involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972.

(Moved by Councillor M Summers and seconded by Councillor R Claymore)

66 RISK BASED VERIFICATION

RESOLVED: That the Committee

Approved the ongoing adoption of a Risk Based Verification (RBV) Policy in determining evidence requirements for the assessment of new Housing Benefit and Council Tax Reduction claims.

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

Chair