

AUDIT AND GOVERNANCE COMMITTEE

MINUTES OF MEETING HELD ON 25 SEPTEMBER 2013

Present: Mr Michael Bonner (Independent Chair)

Councillors Peter Connolly; Joan Hully; David Riley; Graham Sunderland; Douglas Wilson

Apologies for Absence were received from Councillors: John Bowman and Alistair Norwood

Officers: Darienne Law Head of Corporate Resources; Tim Capper, Democratic Services Manager; Peter Usher, Audit Manager; Angela George, Interim Financial Services Manager; Ann Treble, Accountant; Carol Edgar, Accountant.

Also in attendance: Richard McGahon and John Cangle, Grant Thornton UK

AU 13 Minutes

RESOLVED – That the minutes of the meeting held on 26 June 2013 be signed by the Chairman as a correct record.

AU 14 Arrangements for Determining Breaches of Allegations of the Code of Conduct

Consideration was given to a report setting out proposals for a review of the arrangements established by Council, on recommendation of this Committee, in 2012 for determining allegations of breaches of the Code of Conduct by Members.

RESOLVED – That a group comprising the Chair and Deputy Chair of the Committee, plus 3 more Members nominated on a politically balanced basis (2:1) by the Leader of the Council and Leader of the Opposition Group respectively, be appointed to conduct a review; and

b) the Group be asked to report back to this Committee at the January 2014 meeting.

AU 15 Governance Update

A verbal update on the current position on cases heard under the arrangements for determination of breaches of the Code of Conduct was received and noted.

AU 16 Grant Certification Work Plan

Consideration was given a report setting out the external auditors' certification arrangements for claims and returns for grant paying bodies, and the Council's role in ensuring appropriate records are maintained.

RESOLVED – That the report be noted.

AU 17 Arrangements for Securing Financial Resilience

Consideration was given to a report on the work carried out by the external auditors on assessing the adequacy of the Council's arrangements for securing financial resilience.

It was noted that the Council had been assessed as Green on all four major risk areas in relation to financial resilience.

RESOLVED – that the report be noted

AU 18 Audit Findings Report

Consideration was given to a report setting out Grant Thornton's key findings arising from their audit of the Council's financial statements for the year ending 31 March 2013, and an Action Plan and management response as set out in Appendix "A" on actions recommended in key areas.

It was noted that the financial statements would receive final sign-off later in the week of the meeting.

RESOLVED – that the report, the key audit findings and the action plan be noted, and the Section 151 Officer and Accountancy Team be thanked for their work in contributing to a successful audit.

AU 19 Audited Statement of Accounts

Consideration was given to the Council's Audited Statement of Accounts for the year ending 31 March 2013, which had also been the subject of a training session earlier on the day of the meeting.

RESOLVED – that the Statement of Accounts be approved.

AU 20 Letter of Representation

Consideration was given to a Letter of Representation from the Head of Corporate Resources and Section 151 Officer to the external auditors concerning the Financial Statements for the year ending 31 March 2013 and the Annual Governance Statement.

RESOLVED – That the letter of representation be agreed.

AU 21 Internal Audit Quarter 1 Monitoring Report

Consideration was given to a report setting out details of work carried out by Internal Audit in the first quarter of 2013/14.

RESOLVED – That the report be noted.

AU 22 Strategic Risk Management

The Committee considered a report setting out proposed amendments to the Risk Scores in the Strategic Risk Register and the reasons for amendments.

RESOLVED – That the report and the amendments to Risks 3, 5, and 12 agreed.

The meeting closed at 12.00 noon

Chairman.....

Date