

**MINUTES OF THE AUDIT & STANDARDS COMMITTEE
HELD ON**

9 September 2015

7.30 - 9.00 pm

PRESENT

Committee Members

Councillor Manny Doku (Chairman)
Councillor Karen Clempner (Vice-Chair)
Councillor Ian Beckett
Councillor Jean Clark
Councillor Russell Perrin
Councillor Edna Stevens

Officers

Simon Freeman, Head of Finance
Steve Bladen, Manager, Ernst & Young
Debbie Hanson, Director, Ernst & Young
Jonathan Russell, Senior Internal Auditor
Janet Jackson, Corporate and Governance Support Team Leader

APOLOGIES

Councillor Simon Carter
Councillor Waida Forman

12. **DECLARATIONS OF INTEREST**

None.

13. **MINUTES**

RESOLVED that the minutes of the meeting held on 17 June 2015
are agreed as a correct record.

14. **MATTERS ARISING**

Corporate Equalities Group (Minute 7, 17/6/15 Refers)

Officers advised that the report on the work undertaken by the Corporate Equalities Group has been prepared and will be circulated to members of the Committee shortly.

15. **WRITTEN QUESTIONS AND PETITIONS**

None.

16. **NON CONTENTIOUS BUSINESS**

RESOLVED that Agenda Item 7 – Committee Work Plan and Agenda Item 9 – Management Letter of Representation 2014/15 are taken as non-contentious business.

17. **COMMITTEE WORK PLAN**

The Committee received its current work plan.

RESOLVED that the work plan for the 2015/16 municipal year is noted.

18. **AUDITED ANNUAL ACCOUNTS 2014/15**

The Committee received the draft 2014/15 Statement of Accounts and a verbal update from Ernst & Young (the Council's external auditor) representatives on progress with the audit exercise.

RESOLVED that the draft 2014/15 Statement of Accounts is noted and referred to the Cabinet on 17 September 2015 for approval.

19. **MANAGEMENT LETTER OF REPRESENTATION 2014/15**

The Committee received the draft Letter of Representation regarding the audit of the 2014/15 financial statements.

RESOLVED that the draft Management Letter of Representation, attached at Appendix 1 of the report, is agreed and recommended to Cabinet on 17 September 2015 for formal acknowledgement.

20. **AUDIT RESULTS REPORT (ISA 260)**

The Committee received a report and the external auditor's findings on their audit of the Council's financial statements and arrangements to secure value for money in the use of its resources.

The Committee considered whether there were any significant matters to be referred to the Cabinet for their consideration alongside the Statement of Accounts.

The Committee congratulated the Head of Finance and his team for their hard work and efforts in compiling the Statement of Accounts.

RESOLVED that

- (a) the report is noted and no matters are considered significant to refer to the Cabinet for consideration alongside the Statement of Accounts at its meeting on 17 September 2015;

- (b) the Value for Money assessment of the Council's use of resources, as contained within the report from the Council's appointed auditor, is noted;
- (c) the significant progress made in the preparation of the Statement of Accounts, the associated reduction in the requirement to make amendments to the draft accounts, and the earlier audit completion which this has facilitated is acknowledged.

21. **INTERNAL AUDIT ACTIVITY REPORT**

The Committee received a report on the work undertaken by the Internal Audit Team for the period April to August 2015. This included the Recommendation Tracker, which was used to monitor the implementation of recommendations arising from previous internal audits.

Apologies were received from the Head of Place who was unable to attend the meeting.

RESOLVED that

- (a) the contents of the report are noted;
- (b) the Head of Place is invited to the next meeting of the Committee to explain the delay in implementing the Internal Audits Team's recommendations regarding formalisation of the pricing policy at the Latton Bush Centre and that a briefing note to be sent to the Committee to update them in the meantime.

22. **RISK MANAGEMENT REPORT**

The Committee received the Risk Management Report, which had been compiled as part of the Council's Risk Management Strategy.

RESOLVED that the contents of the report and its appendix, acknowledging the positive progress the Council has made in recent years regarding risk management, is noted.

23. **REFERENCES FROM OTHER COMMITTEES**

None.

24. **MATTERS OF URGENT BUSINESS**

None.

CHAIRMAN OF THE COMMITTEE