



# Audit, Governance & Standards Committee

Thursday, 27th April,  
2017  
7.00 pm

Committee Room Three  
Town Hall  
Redditch



[www.redditchbc.gov.uk](http://www.redditchbc.gov.uk)

**If you have any queries on this Agenda please contact**

**Debbie Parker-Jones  
Democratic Services Officer  
Town Hall, Walter Stranz Square, Redditch, B98 8AH  
Tel: 01527 881411  
Email: [d.parkerjones@bromsgroveandredditch.gov.uk](mailto:d.parkerjones@bromsgroveandredditch.gov.uk)**



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## Committee

### Agenda

#### Membership:

Cllrs:	David Thain (Chair)	Andrew Fry
	Jane Potter (Vice-Chair)	Mark Shurmer
	Tom Baker-Price	Rachael Smith
	Natalie Brookes	Pat Witherspoon
	Michael Chalk	
Independent Member:	Dave Jones (non-voting co-opted – for Audit and Governance)	
Feckenham Parish Council Representative	Alan Smith (non-voting co-opted – for Standards)	

<p><b>1. Apologies and named Substitutes</b></p>	<p>To receive the apologies for absence and details of any Councillor nominated to attend the meeting in place of a member of the Committee.</p>
<p><b>2. Declarations of Interest</b></p>	<p>To invite Councillors to declare any Disclosable Pecuniary Interests and/or Other Disclosable Interests they may have in items on the agenda, and to confirm the nature of those interests.</p>
<p><b>3. Minutes</b> (Pages 1 - 14)</p>	<p>To confirm as a correct record the minutes of the meeting of the Audit, Governance and Standards Committee held on 2nd February 2017.</p> <p>(Minutes attached)</p>
<p><b>4. Monitoring Officer's Report - Standards Regime</b> (Pages 15 - 18) Head of Legal, Equalities and Democratic Services</p>	<p>To receive a report from the Monitoring Officer, together with any updates from the Feckenham Parish Council Representative(s), on any standards regime matters of relevance to the Committee.</p> <p>(Report attached)</p> <p><b>(Astwood Bank &amp; Feckenham Ward)</b></p>

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<p><b>5. External Audit - Certification Work Report 2015/16</b> (Pages 19 - 24)</p>	<p>To present Members with the Grant Certification Letter for 2015/16 from the Council's External Auditors Grant Thornton.  (Report attached)  <b>(No Direct Ward Relevance)</b></p>
<p><b>6. External Audit - Audit Plan 2016/17</b> (Pages 25 - 48)</p>	<p>To present to Members the Grant Thornton Audit Plan 2016/17.  (Report attached)  <b>(No Direct Ward Relevance)</b></p>
<p><b>7. External Audit - Auditing Standards 2016/17</b> (Pages 49 - 78)</p>	<p>To present Members with the Auditing Standards report for 2016/17 from the Council's External Auditors Grant Thornton.  (Report attached)  <b>(No Direct Ward Relevance)</b></p>
<p><b>8. External Audit - Audit Fee Letter 2017/18</b> (Pages 79 - 84)</p>	<p>To present Members with the Audit Fee letter for 2017/18 from the Council's External Auditors Grant Thornton and to approve the level of fee.  (Report attached)  <b>(No Direct Ward Relevance)</b></p>
<p><b>9. Proposed Accounting Policies 2016/17</b> (Pages 85 - 100)  Executive Director, Finance and Resources</p>	<p>To present the proposed accounting policies to be used for the closure of the 2016/17 accounts.  (Report attached)  <b>(No Direct Ward Relevance)</b></p>

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<p><b>10. Financial Savings Monitoring Report</b> (Pages 101 - 104) Executive Director, Finance and Resources</p>	<p>To report to the Committee the monitoring of the savings for 2016/17 and the delivery of savings and additional income for the period April to December 2016.</p> <p>(Report attached)</p> <p><b>(No Direct Ward Relevance)</b></p>
<p><b>11. Internal Audit - Progress Report</b> (Pages 105 - 140)</p>	<p>To present a progress report of internal audit work for 2016/17.</p> <p>(Report attached)</p> <p><b>(No Direct Ward Relevance)</b></p>
<p><b>12. Internal Audit - Final Audit Plan 2017/18</b> (Pages 141 - 150)</p>	<p>To present to Members the Council's final Internal Audit Operational Plan for 2017/18, and to confirm the performance indicators for the Worcestershire Internal Audit Shared Service for 2017/18.</p> <p>(Report attached)</p> <p><b>(No Direct Ward Relevance)</b></p>
<p><b>13. Committee Action List and Work Programme</b> (Pages 151 - 160) Chief Executive</p>	<p>To consider the Audit, Governance and Standards Committee's Action List and Work Programme.</p> <p>(Action List and Work Programme attached)</p>
<p><b>14. Annual Review of the Operation of the Committee and the Committee's Terms of Reference and Procedure Rules</b> (Pages 161 - 172) Chief Executive</p>	<p>To review the operation of the Audit, Governance and Standards Committee during the 2016/17 Municipal Year to date, together with the Committee's Terms of Reference and Procedure Rules.</p> <p>(Chair's oral report)</p> <p>(A copy of the Committee's Terms of Reference and Procedure Rules are attached for reference)</p> <p><b>(No Direct Ward Relevance)</b></p>

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## 15. Exclusion of the Public

Should it prove necessary, in the opinion of the Chief Executive, to exclude the public from the meeting at any point during the proceedings in relation to any item(s) of business on the grounds that either exempt and/or confidential information is likely to be divulged, the following resolution(s) will be moved:

"That under Section 100 I of the Local Government Act 1972, as amended, it/they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A to the Act, as amended, the relevant paragraphs of that part being (*...to be specified by the Chairman at the meeting*), and that it is in the public interest to do so.", and/or

"That under Section 100 A of the Local Government Act 1972, as amended, it/they involve the likely disclosure of confidential information which would be in breach of an obligation of confidence."

**The paragraphs under Part 1 of Schedule 12A to the Act are as follows:**

**Subject to the "public interest" test, information relating to:**

- **Para 1 – any individual;**
- **Para 2 – the identity of any individual;**
- **Para 3 – financial or business affairs;**
- **Para 4 – labour relations matters;**
- **Para 5 – legal professional privilege;**
- **Para 6 – a notice, order or direction;**
- **Para 7 – the prevention, investigation or prosecution of crime**

may need to be considered as 'exempt'.