



Meeting **GOVERNANCE AND ETHICS COMMITTEE**

Date **Thursday 15 June 2017**

**membership**

Persons absent are marked with `A`

**COUNCILLORS**

Bruce Laughton (Chairman)  
Andy Sissons (Vice-Chairman)

Nicki Brooks  
Richard Butler  
Steve Carr  
Jim Creamer  
Kate Foale

John Handley  
Rachel Madden  
Phil Rostance  
Mike Quigley MBE

**OFFICERS IN ATTENDANCE**

Glen Bicknell	}	Resources
Carl Bilbey		
Rob Disney		
Keith Ford		
Michael Fowler		
Jayne Francis-Ward		
Nigel Stevenson		

Carline Baria                      Adult Social Care, Health & Public Protection

Tony Crawley                      KPMG External Auditors  
Sayeed Haris

**APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Steve Carr.

The following temporary changes of membership, for this meeting only, were reported:-

- Councillor Richard Butler replaced Councillor Tony Harper
- Councillor Jim Creamer replaced Councillor Errol Henry

**DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS**

None.

**CHAIRMAN AND VICE-CHAIRMAN**

**RESOLVED: 2017/001**

That the appointment of Councillor Bruce Laughton and Councillor Andy Sissons as Chairman and Vice-Chairman of the Committee respectively be noted.

### **MEMBERSHIP AND TERMS OF REFERENCE**

With regard to the table of responsibilities, Mr Crawley highlighted that it would be unusual for a committee to have delegated responsibility for approving the Annual Statement of Accounts but not the Annual Governance Statement. It was agreed that this issue would be given further consideration.

#### **RESOLVED: 2017/002**

That the Committee's membership and terms of reference be noted.

### **FOLLOW-UP OF INTERNAL AUDIT RECOMMENDATIONS**

During discussions of the Interim Homecare audit recommendations, Members requested an update to a future meeting on the planned award of the contract for hospital discharges in August / September 2017 and how the providers are performing in relation to discharges.

#### **RESOLVED: 2017/0003**

- 1) That the progress detailed in the report and its appendix be noted.
- 2) That the progress detailed in the verbal update about Interim Homecare be noted and a future update be provided on the award of the contract for hospital discharges and provider performance.

### **INTERNAL AUDIT PLAN 2017-18**

#### **RESOLVED: 2017/004**

That the Internal Audit Plan 2017-18 be noted.

### **DRAFT LOCAL CODE OF CORPORATE GOVERNANCE AND DRAFT ANNUAL GOVERNANCE STATEMENT**

#### **RESOLVED: 2017/005**

That the Code of Corporate Governance and the Annual Governance Statement 2016-17 be endorsed.

### **EXTERNAL AUDIT – KPMG AUDIT FEES 2017-18 AND PROGRESS REPORT AND TECHNICAL UPDATE**

#### **RESOLVED: 2017/006**

- 1) That the proposed KPMG audit fee levels be noted.
- 2) That the KPMG Progress Report and Technical Update be noted.

## **MANDATORY INQUIRIES – 2016-17 STATEMENT OF ACCOUNTS**

### **RESOLVED: 2017/007**

That the inquiries for those charged with governance for the 2016-17 audit of the Statement of Accounts be noted.

### **WORK PROGRAMME**

### **RESOLVED: 2017/008**

That the work programme be noted.

The meeting closed at 2.20 pm.

CHAIRMAN