

Meeting      AUDIT COMMITTEE

Date          2 December 2015 (commencing at 10.30 am)

**membership**

Persons absent are marked with `A`

**COUNCILLORS**

Keith Walker (Chairman)  
Sheila Place (Vice-Chairman)

Reg Adair		John Handley
Alan Bell		David Kirkham
John Clarke	A	Ken Rigby
Tom Hollis		John Wilmott

**ALSO IN ATTENDANCE**

Councillor David Martin	-	Observer
Tony Crawley	-	KPMG LLP
Sayeed Haris	-	KPMG LLP

**OFFICERS IN ATTENDANCE**

Sarah Ashton	)	
Nigel Stevenson	)	
John Bailey	)	Resources
Glen Bicknell	)	
Clare Winter	)	

**PERMANENTLY MEMBERSHIP CHANGES**

The following permanent change of membership was reported to the meeting:

- Councillor Tom Hollis replaced Councillor Stephen Garner

**MINUTES OF THE LAST MEETING HELD ON 2 SEPTEMBER 2015**

The minutes of the last meeting of the Committee held on 2 September 2015, having been circulated, were confirmed and signed by the Chair.

## **APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Rigby (ill).

## **DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS**

None

## **EXTERNAL AUDIT – ANNUAL AUDIT LETTER 2014/15 AND PROGRESS REPORT**

Tony Crawley (KPMG's Director of Audit) and Glen Bicknell (Senior Accountant) presented and explained the external auditor's annual audit letter 2014/15, progress report and technical update.

### **RESOLVED 2015/019**

- a) Members noted the External Auditors' Annual Audit Letter 2014/15
- b) That the External Auditors' Progress Report and Technical Update be noted.

## **INTERNAL AUDIT PROGRESS REPORT – 1<sup>st</sup> APRIL 2015 – 30<sup>th</sup> SEPTEMBER 2015**

John Bailey (Head of Internal Audit) presented and the Internal audit progress report from 1 April to 30 September 2015 and highlighted the key issues.

### **RESOLVED 2015/020**

That the progress against the Internal Audit Plan from 1 April to 30 September 2015 be noted.

## **PUBLIC SECTOR AUDIT APPOINTMENTS' CONSULTATION ON WORK PROGRAMME AND SCALE OF FEES 2016/17 AUDITS**

John Bailey (Head of Internal Audit) explained the Public Sector Audit Appointments' (PSAA) consultation and the proposed scale of fees for 2016/17.

### **RESOLVED 2015/021**

- a) Members accepted the PSAA plan to keep the work programme unchanged.
- b) Noted the PSAA proposal to freeze the scale of fees for 2016/17.

## **PROCUREMENT UPDATE**

Clare Winter (Group Manager) presented a power point detailing how procurement has developed over the last 12 months.

### **RESOLVED 2015/022**

That the progress of the Procurement Services be noted.

## **WORK PROGRAMME**

John Bailey (Head of Internal Audit) presented the work programme.

### **RESOLVED: 2015/023**

Members requested that the Group Manager would report on the progress of the project management role within procurement at the June 2016 meeting.

That the work programme be noted.

The meeting closed at 11.48 am

## **CHAIRMAN**