

AUDIT AND STANDARDS COMMITTEE

Wednesday, 26th July, 2017
6.30 pm





AUDIT AND STANDARDS COMMITTEE

BURNLEY TOWN HALL

Wednesday, 26th July, 2017 at 6.30 pm

Members are reminded that if they have detailed questions on individual reports, they are advised to contact the report authors in advance of the meeting.

Members of the public may ask a question, make a statement, or present a petition relating to any agenda item or any matter falling within the remit of the committee.

Notice in writing of the subject matter must be given to the Head of Governance, Law & Regulation by 5.00pm on the day before the meeting. Forms can be obtained for this purpose from the reception desk at Burnley Town Hall or the Contact Centre, Parker Lane, Burnley. Forms are also available on the Council's website www.burnley.gov.uk/meetings.

AGENDA

1) ***Apologies***

To receive any apologies for absence.

2) ***Minutes***

5 - 8

To approve as a correct record the minutes of the previous meeting.

3) ***Additional Items of Business***

To determine whether there are any additional items of business which, by reason of special circumstances, the Chair decides should be considered as a matter of urgency.

4) ***Declarations of Interest***

To receive any declarations of interest from Members relating to any item on the agenda, in accordance with the provisions of the Code of Conduct.

5) ***Exclusion of the Public***

To determine during which items, if any, the public are to be excluded from the meeting.

6) ***Public Question Time***

To consider questions, statements or petitions from Members of the Public.

PUBLIC ITEMS

7) Annual Governance Statement	9 - 20
To note the Annual Governance Statement 2016/17.	
8) Audit Findings Report	
Report to follow	
9) Management Processes and those charged with governance	21 - 46
To note the Council's risk assessment procedures.	
10) Statement of Accounts 2016/17	47 - 54
To present and approve the Council's audited Statement of Accounts for 2016/17 and to approve the letter of representation from the Head of Finance to Grant Thornton (the external auditors) and inform the Committee of the audit findings.	
Appendix 1 to follow.	
11) Internal Audit Opinion	55 - 68
To provide members with the Head of Finance as (Chief Audit Executive) opinion on the Internal Controls of the Council for financial year 2016-2017.	
12) Internal Audit Charter Strategy	69 - 80
To seek approval of changes to the Internal Audit Charter and Strategy and to approve and comment on the Internal Audit Plan for 2017/18.	
13) Regulation of Investigatory Powers Act inspection	81 - 106
To report on the outcome of the latest inspection by the Office of Surveillance Commissioners ("OSC") and provide members with an update of authorisations issued under the Regulation of Investigatory Powers Act 2000 ("RIPA").	
14) Work Programme	107 - 108
To consider the Work Programme for the current year.	
<u>PRIVATE ITEMS</u>	
15) Outside Bodies Audit Report	109 - 136
To provide members with an audit report prepared for an outside body	
Information relating to any individual.	

MEMBERSHIP OF COMMITTEE

Councillors

Councillor Jean Cunningham (Chair)
 Councillor Tony Harrison (Vice-Chair)
 Councillor Joanne Greenwood
 Councillor Mohammed Ishtiaq

Councillor Andrew Newhouse
 Councillor Ann Royle
 Councillor Jeff Sumner
 Councillor Andrew Tatchell

Councillor Margaret Lishman

Co-opted Members

Colin Crowther, Burnley College
Louise Gaskell, East Lancashire
Chamber of Commerce
Councillor Kathryn Haworth, Habbergham
Eaves Parish Council
Councillor Gill Smith, Cliviger Parish
Council

External Auditor

Karen Murray, Grant Thornton - External
Auditor
Marianne Dixon, Grant Thornton - External
Auditor

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