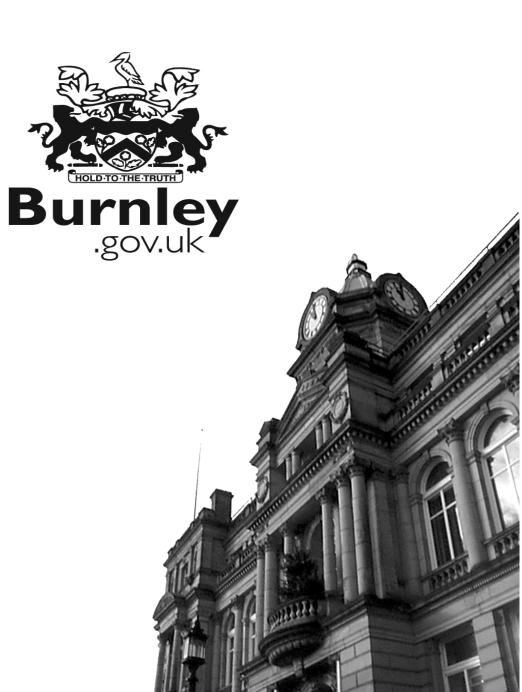
# AUDIT AND STANDARDS COMMITTEE

# Wednesday, 7th March, 2018 6.30 pm





# AUDIT AND STANDARDS COMMITTEE

## **BURNLEY TOWN HALL**

### Wednesday, 7th March, 2018 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.

### <u>AGENDA</u>

#### 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) External Audit Report and Sector Update   | 9 - 20  |
|--|---------|
| To inform members of the progress report from the external auditors.   |         |
| 8) External Audit Plan for year end 31st March 2018  | 21 - 36 |
| To receive the external auditor's plan for the year ended 31 <sup>st</sup> March 2018.                       |         |
| 9) Internal Audit Quarter 3 Progress Report  | 37 - 52 |
| To inform members of the work undertaken by Internal Audit for the period 1st October to 31st December 2017. |         |
| 10)Work Programme  | 53 - 54 |
| To consider the Work Programme for the current year.   |         |

#### **MEMBERSHIP OF COMMITTEE**

#### Councillors

| Councillor Jean Cunningham (Chair)    | Councillor Mark Payne      |
|---------------------------------------|----------------------------|
| Councillor Tony Harrison (Vice-Chair) | Councillor Ann Royle       |
| Councillor Joanne Greenwood           | Councillor Andrew Tatchell |
| Councillor Margaret Lishman           | Councillor Mark Townsend   |
| Councillor Andrew Newhouse            |                            |

#### **Co-opted Members**

#### External Auditor

Colin Crowther, Burnley CollegeMarLouise Gaskell, East LancashireAudChamber of CommerceCouncillor Kathryn Haworth, HaberghamEaves Parish CouncilCouncillor Gill Smith, Cliviger ParishCouncilCouncil

Published: Tuesday, 27 February 2018

Marianne Dixon, Grant Thornton - External Auditor