

AUDIT AND STANDARDS COMMITTEE

Wednesday, 10th January, 2018
6.30 pm





AUDIT AND STANDARDS COMMITTEE

BURNLEY TOWN HALL

**Wednesday, 10th January, 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.

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) External Audit Progress Report and Sector Update	9 - 28
To inform members of the progress report from the external auditors.	
8) External Audit Certification Letter for the year ended 31st March 2017	29 - 32
To receive the External Auditors certification letter for Burnley Borough Council for the year ended 31 st March 2017.	
9) Final Accounts Arrangements	33 - 54
To update members on the arrangements made to date and the implications of the changes required for the Council ahead of the closure of the 2017/18 accounts. To seek approval for the accounting policies to be used in producing the Statement of Accounts and to set a date for a final accounts workshop for Audit Committee Members.	
10) Annual Governance Statement	55 - 58
To consider the proposed arrangements to provide assurance for the Annual Governance Statement for 2017/18.	
11) Internal Audit Q2 2017/18 Progress Report	59 - 64
To receive details of the work undertaken by the Internal Audit for the period 1 st July to 30 th September 2017.	
12) Fraud Risk Assessment 2017/18	65 - 68
To inform Members of the current fraud trends that affect the public sector.	
13) General Data Protection Regulation	69 - 72
To inform members of the requirements and progress on meeting the General Data Protection Regulation.	
14) Standards Complaints Updates	
To receive an update on complaints about Members of the Council. (report to follow).	
15) Work Programme	73 - 74
To consider the Work Programme for the current year.	

MEMBERSHIP OF COMMITTEE

Councillors

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

Councillor Andrew Newhouse
 Councillor Mark Payne
 Councillor Ann Royle
 Councillor Andrew Tatchell

Co-opted Members

Colin Crowther, Burnley College
 Louise Gaskell, East Lancashire

External Auditor

Karen Murray, Grant Thornton - External Auditor

Chamber of Commerce
Councillor Kathryn Haworth, Habergham
Eaves Parish Council
Councillor Gill Smith, Cliviger Parish
Council

Marianne Dixon, Grant Thornton - External
Auditor

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