

# AUDIT AND STANDARDS COMMITTEE

Wednesday, 18th September, 2019  
6.30 pm





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## BURNLEY TOWN HALL

Wednesday, 18th September, 2019 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 Legal & Democracy 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 <https://bit.ly/2BW7d2>

## **AGENDA**

### **1) Apologies**

To receive any apologies for absence.

### **2) Minutes**

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

5 - 12

### **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**

<b>7) Standards Complaints Update</b>	13 - 20
To receive an update on standards complaints regarding Members of the Council.	
<b>8) Annual Audit Letter 2018-19</b>	21 - 36
To consider the annual audit letter for 2018-19.	
<b>9) Internal Audit Progress Report Q1</b>	37 - 42
To inform members of the work undertaken by Internal Audit for the period 1st April to 30th June 2019.	
<b>10) Strategic Risk Register</b>	43 - 60
To consider the current Strategic Risk Register.	
<b>11) Investigation of Regulatory Powers Act - OSC Inspection and Annual Return</b>	61 - 62
To consider a report on the Investigation of Regulatory Powers Act - OSC Inspection and Annual Return.	
<b>12) Work Programme</b>	63 - 64
To consider the Work Programme for the current year.	

## **MEMBERSHIP OF COMMITTEE**

### **Councillors**

Councillor Paul Campbell (Chair)  
 Councillor Sue Graham (Vice-Chair)  
 Councillor Tom Commis  
 Councillor Shah Hussain  
 Councillor Wajid Khan

Councillor Margaret Lishman  
 Councillor Andrew Newhouse  
 Councillor Mark Payne  
 Councillor Andrew Tatchell

### **Co-opted Members**

Louise Gaskell, East Lancashire Chamber of Commerce  
 Paul Prior, Burnley College  
 Councillor Kathryn Haworth, Habersham Eaves Parish Council  
 Councillor Gill Smith, Cliviger Parish Council

### **External Auditor**

Marianne Dixon, Grant Thornton - External Auditor  
 Mark Heap, Grant Thornton

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