

**MINUTES OF: THE AUDIT AND ACCOUNTS COMMITTEE**

**DATE OF MEETING: 4<sup>th</sup> December 2018**

**PRESENT: Councillor Marriott (Chair)  
Councillors Aldred, Cheetham (subbing for Councillor Steen), Essex and Procter  
Mr M Ali (co-opted member)**

**IN ATTENDANCE: Mrs J Crawford, Finance Manager  
Mr M Baskerville, Audit Manager, LCC  
Mr S Hardman, Engagement Manager, Grant Thornton Auditors  
Ms S Iqbal, Assistant Manager, Grant Thornton Auditors  
Miss G Ashton, Committee & Member Services Officer**

**ALSO PRESENT: Councillors Haworth and Serridge  
2 members of the public**

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**1. CHAIR'S INTRODUCTION**

1.1 The Chair welcomed everyone to the meeting and outlined the housekeeping arrangements.

**2. APOLOGIES FOR ABSENCE**

2.1 Apologies for absence were received from Councillors Lythgoe and Steen, Mr P Seddon, RBC, Ms R Lowry, LCC and Mr R Baker, Grant Thornton Auditors.

**3. MINUTES OF THE MEETING HELD ON 3<sup>RD</sup> OCTOBER 2018**

**RESOLVED:**

The minutes of the meeting held on 3<sup>rd</sup> October 2018 were agreed as a correct record.

**4. URGENT ITEMS OF BUSINESS**

4.1 The Chair confirmed that there were no urgent items of business.

**5. DECLARATIONS OF INTEREST**

5.1 Councillors Cheetham, Essex and Marriott had been members of Rossendale Transport Limited.

5.2 The Chair advised that items C, D3, D4 and D5 would be taken at the end of the agenda.

## **6. PUBLIC QUESTION TIME**

- 6.1 The Chair agreed to deviate from the procedure for public speaking and allow members of public present to ask questions as items on the agenda were presented.
- 6.2 There were no public questions at this point.

## **7. AUDIT & ACCOUNTS TERMS OF REFERENCE**

- 7.1 At the July Audit & Accounts Committee meeting it was identified that the Terms of Reference should be refreshed. The draft terms for best practice were provided for the Committee to consider.
- 7.2 There were no questions or comments raised.

### **RESOLVED:**

- That members considered the proposed revised Terms of Reference for the Audit & Accounts Committee.
- That members recommended the revised Audit & Accounts Terms of Reference to the next Governance Working Group for consideration in the next Constitutional review.

## **8. CORPORATE RISK REGISTER UPDATE – QUARTER 2 2018/19**

- 8.1 The Committee made comments, which included the following:
- More information would be provided on future updates regarding the green risks.
  - The Responsible Officer on the third 'Litigation' point on page 2 required updating.
- 8.2 There were no comments from elected members or members of the public.

### **RESOLVED:**

- That the Quarter 2 2018/19 Risk Report was noted.

## **9. EXCLUSION OF PUBLIC AND PRESS**

### **RESOLVED:**

- That the public and press be excluded from the following items of business under Section 100(A)(4) of the Local Government Act 1972 since the items involved the likely disclosure of exempt information under Paragraphs 1 and 2 of Schedule 12A to the Local Government Act 1972.

## **10. STANDARDS COMPLAINTS UPDATE (VERBAL)**

- 10.1 An update was given in relation to Standards Complaints.

**RESOLVED:**

- That the update was noted.

**11. WHISTLEBLOWING UPDATE (VERBAL)**

11.1 An update was given in relation to Whistleblowing.

**RESOLVED:**

- That the update was noted.

**12. CHAIR'S UPDATE**

12.1 The Chair provided an update.

**13. INTERNAL AUDIT PROGRESS REPORT**

13.1 The Head of Internal Audit, LCC outlined the report.

13.2 The report was discussed.

**RESOLVED:**

- That the Internal Audit Progress Report was noted.

**14. ANNUAL GOVERNANCE STATEMENT AND STATEMENT OF ACCOUNTS FOR 2015/16**

14.1 The Finance Manager outlined the report.

14.2 The report was discussed.

**RESOLVED:**

- That the recommendations contained in the Report were approved subject to the amendment of 1.3 and the addition of a further recommendation.

**15. AUDIT PROGRESS REPORT AND SECTOR UPDATE – YEAR ENDING 31<sup>ST</sup> MARCH 2018**

15.1 The Engagement Manager, Grant Thornton Auditors outlined the report.

15.2 The report was discussed.

**RESOLVED:**

- That the Audit Progress Report and Sector Update was noted.

**The meeting commenced at 6.30pm and finished at 7.25pm**

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**Signed (Chair)**

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**Date**