

Minutes

Governance Committee



14th January 2015

Councillors	Present	Councillors	Present
S Canning	Apologies	D E A Rice	No
H D Johnson (Chairman)	Yes	V Santomauro	Yes
J M Money	Yes	L Shepherd	Yes
I C F Parker	Yes	C M Thompson	Yes

In attendance:

Chris Fleetham	Corporate Director
Ian Hunt	Head of Governance
Trevor Wilson	Head of Finance
Lesley Day	Audit, Insurance and Risk Manager
Phil Myers	Financial Services Manager
Cherie Root	Head of Business Solutions
Chloe Glock	Governance and Members Officer
Charlotte Miller	Governance Business Officer

Liana Nicholson	BDO (External Auditors)
Lisa Clampin	BDO (External Auditors)

73. **DECLARATIONS OF INTEREST**

INFORMATION: There were no interests declared.

74. **MINUTES**

DECISION: That the Minutes of the meeting of the Governance Committee held on 17th September 2014 be approved as a correct record and signed by the Chairman.

75. **PUBLIC QUESTION TIME**

INFORMATION: There were no questions asked or statements made.

76. **MONITORING OFFICER'S ANNUAL STANDARDS REPORT FOR 2014**

DECISION: That the Monitoring Officer's Annual Standards Report be noted.

REASON FOR DECISION: The Monitoring Officer is required to report to the Governance Committee on the discharge of the standards regime.

77. **SECOND QUARTER PERFORMANCE MANAGEMENT REPORT 2014-15**

DECISION: That the Second Quarter Performance Management Report 2014-15 be noted.

REASON FOR DECISION: To consider the Second Quarter Performance Management Report 2014/15.

78. **KEY FINANCIAL INDICATORS – 30TH NOVEMBER 2014**

DECISION: That the report of the Key Financial Indicators as at 30th November 2014 be accepted.

REASON FOR DECISION: To provide evidence that the Council adopts good practice in actively monitoring its financial performance and actively manages issues that may arise.

79. **DRAFT TREASURY MANAGEMENT STRATEGY STATEMENT**

DECISION: The Committee agreed to:

- a) review the proposed key elements and changes to the Treasury Management Strategy Statement as outlined in the report; and
- b) inform the Cabinet that, following its review and any proposed amendments, the Committee supports the proposals.

REASON FOR DECISION: The purpose of the decision is to demonstrate appropriate scrutiny over the Council's Treasury Management Strategy Statement prior to approval by Full Council.

80. **INTERNAL AUDIT – ACTIVITY REPORT FOR THE PERIOD TO 12TH DECEMBER 2014**

DECISION: That the activity report for the period 22nd August 2014 to 12th December 2014 be accepted.

REASON FOR DECISION: To advise Members of the audit assignments completed for the period 22nd August 2014 to 12th December 2014.

81. **ANNUAL AUDIT LETTER 2013-2014**

DECISION: That the Annual Audit Letter for 2013-14 be received.

REASON FOR DECISION: For Members to receive the Annual Audit Letter for 2013/2014.

82. **PUBLIC SECTOR INTERNAL AUDIT STANDARDS – INTERNAL AUDIT BUDGET 2015-2016**

DECISION: That the Internal Audit budget and resource plan 2015/2016 be approved.

REASON FOR DECISION: To ensure that there is compliance with the Public Service Internal Audit Standards which forms part of the statutory responsibility to maintain an adequate and effective internal audit.

83. **STRATEGIC RISK MANAGEMENT**

DECISION: That the Strategic Risk Register and the Action Plans for managing the high rated risks be noted and endorsed.

REASON FOR DECISION: For members of the Governance Committee to be assured that the Council's strategic and operational risks, with a high risk rating, are being actively managed.

84. **SINGLE FRAUD INVESTIGATION SERVICE (SFIS)**

DECISION: That the current situation regarding transfer to Single Fraud Investigation Service on 1st September 2015 is noted.

REASON FOR DECISION: To be aware of the current situation regarding transfer to Single Fraud Investigation Service on 1st September 2015.

85. **FORWARD LOOK – TWELVE MONTHS TO JANUARY 2016**

DECISION: That the report schedule for the next 12 month period be noted.

REASON FOR DECISION: To agree the work and reports which will be undertaken and presented to the Governance Committee over the coming 12 months.

The meeting commenced at 7.15pm and closed at 8.00pm.

H D Johnson
(Chairman)