

AGENDA



- Committee - **GOVERNANCE AND AUDIT COMMITTEE**
- Date & Time - Thursday, 14 December 2017 at 6.30 pm
- Venue - Meeting Room 1, Council Offices, Priory Road, Spalding

Membership of the Governance and Audit:

Councillors: G R Aley (Chairman), D Ashby, J R Astill (Vice-Chairman), C J T H Brewis, T A Carter, P C Foyster and M D Seymour

Revised quorum 3.

Persons attending the meeting are requested to turn off mobile telephones

Democratic Services
Council Offices, Priory Road
Spalding, Lincs PE11 2XE

Date: 6 December 2017

AGENDA

PLEASE NOTE TIMINGS ARE APPROXIMATE

TIME

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|--------|-----|--|-------------------|
| 6.30pm | 1. | Apologies for absence. | |
| 6.31pm | 2. | Declaration of Interests - (Where a Councillor has a Disclosable Pecuniary Interest the Councillor must declare the interest to the meeting and leave the room without participating in any discussion or making a statement on the item, except where a Councillor is permitted to remain as a result of a grant of dispensation). | |
| 6.32pm | 3. | Minutes - To sign as a correct record the minutes of the meeting held on 12 September 2017 (copy enclosed). | (Pages 1 - 6) |
| 6.35pm | 4. | Quarterly Risk Report Q2 2017/18 - To inform the Committee of the current status of the Council's strategic risks (report of the Executive Director Strategy and Governance enclosed). | (Pages 7 - 18) |
| 6.45pm | 5. | SHDC Annual Audit Letter 2016/17 - (report of KPMG enclosed) | (Pages 19 - 26) |
| 6.55pm | 6. | External Audit Progress Report and Technical Update - (report of KPMG enclosed). | (Pages 27 - 52) |
| 7.05pm | 7. | Progress Report on Internal Audit Activity - To examine the progress made between 1 September and 30 November 2017 in relation to the completion of the Annual Internal Audit Plan for 2017/18 (report of the Head of Internal Audit enclosed). | (Pages 53 - 80) |
| 7.15pm | 8. | Follow Up Report on Internal Audit Recommendations - To provide members with the position on the progress made by management in implementing agreed Internal Audit recommendations as at 31 October 2017 (report of the Head of Internal Audit enclosed). | (Pages 81 - 96) |
| 7.25pm | 9. | Counter Fraud, Corruption and Bribery Policy and Whistleblowing Policy - To approve the Counter Fraud, Corruption and Bribery Policy and the Whistleblowing Policy, which have been updated in line with best practice and relevant legislation, and to ensure that the policies reflect the practice at Breckland District Council (report of the Head of Internal Audit enclosed). | (Pages 97 - 134) |
| 7.35pm | 10. | Mid Term Treasury Report 2017/18 - To provide an update on the Treasury Management position of the Council as at 30 September 2017 (report of the | (Pages 135 - 152) |

Executive Director Commercialisation (Section 151 Officer) enclosed).

7.45pm 11. Governance and Audit Committee Work Programme - (Pages
To set out the Work Programme of the Governance and 153 - 156)
Audit Committee (report of the Executive Manager
Governance enclosed).

7.50pm 12. Any other items which the Chairman decides are urgent.

NOTE: No other business is permitted unless by
reason of special circumstances, which
shall be specified in the minutes, the
Chairman is of the opinion that the item(s)
should be considered as a matter of
urgency.