

COTSWOLD DISTRICT COUNCIL

AUDIT COMMITTEE

22<sup>ND</sup> SEPTEMBER 2015

Present:

Councillor BS Dare - Chairman  
Councillors -  
T Cheung R Theodoulou  
PCB Coleman (from 10.05 a.m.)

Apologies:

LR Wilkins

AUD.18 SUBSTITUTION ARRANGEMENTS

No substitution arrangements had been put in place for this Meeting.

AUD.19 DECLARATIONS OF INTEREST

There were no declarations of interest.

AUD.20 MINUTES

**RESOLVED that the Minutes of the Meeting of the Committee held on 30<sup>th</sup> June 2015 be approved as a correct record.**

**Record of Voting - for 3, against 0, abstentions 0, absent 2.**

AUD.21 CHAIRMAN'S ANNOUNCEMENTS

It was announced that Mrs. Lucy Cater, Audit Services and Consultancy Manager within Audit Cotswolds, had recently won the 'inspirational leader in the public sector' category at the inaugural Chartered Institute of Internal Auditors Audit & Risk Awards. On behalf of the Committee, the Chairman congratulated Mrs. Cater.

AUD.22 PUBLIC QUESTIONS

No public questions had been received.

AUD.23 MEMBER QUESTIONS

No questions had been received from Members.

AUD.24 LETTER OF REPRESENTATION 2014/15

Mr. John Golding, the Audit Partner for Grant Thornton, the Council's External Auditor, was present for this item.

The Committee was requested to consider and approve the Council's Letter of Representation for 2014/15. In response to a question from a Member, it was reported that the Letter of Representation was in the same format as that which had been presented to the Audit and Scrutiny Committee at its Meeting on 16<sup>th</sup> September 2014.

A Member commented that the Letter was a reflection of the high level of trust Members had in Officers.

**RESOLVED that Letter of Representation for 2014/15 be approved for signature by the Chairman of the Committee and the Chief Finance Officer, on behalf of the Council.**

**Record of Voting - for 4, against 0, abstentions 0, absent 1.**

AUD.25 GRANT THORNTON - THE AUDIT FINDINGS FOR COTSWOLD DISTRICT COUNCIL YEAR ENDED 31<sup>ST</sup> MARCH 2015

Mr. John Golding, the Audit Partner for Grant Thornton, the Council's External Auditor, was present for this item.

The Committee was invited to consider, and comment on, the Audit Findings Report for the financial year 2014/15, which included the key matters arising from the external audit of the Council's financial statements for the year ended 31<sup>st</sup> March 2015.

The Chief Finance Officer amplified various aspects of the circulated report and explained that Officers would reconsider the situation in relation to the money held in escrow at the Icelandic Bank, Glitnir, in time for the audit of the current financial year; and that the issues detailed at paragraph 4 of the circulated report had been addressed. The Chief Finance Officer commented that an unqualified opinion was anticipated.

Mr. Golding was invited to address the Committee and stated that he had been pleased that few 'significant' issues had arisen from the audit. Mr. Golding thanked staff in the Council's Finance Section for their assistance and support during the audit. Mr. Golding and the Chief Finance Officer then responded to various questions from Members relating to the Council's 'Glitnir investment'; potential improvements to the Council's IT systems; the 'unders and overs' account; the 'value for money' audit; the audit relating to Ubico Ltd.; and employee remuneration. In updating the circulated report, it was explained that, following discussions, a cash-flow statement had been prepared in respect of Ubico Ltd., and the appropriate disclosure had been included in the accounts. It was further reported that the issue of New Homes Bonus would be addressed through the update to the Council's Medium Term Financial Strategy in November 2015.

**RESOLVED that the Audit Findings Report 2014/15 be noted and endorsed.**

**Record of Voting - for 4, against 0, abstentions 0, absent 1.**

Note:

The Chairman thanked Mr. Golding for his report.

AUD.25 STATEMENT OF ACCOUNTS 2014/15

Mr. John Golding, the Audit Partner for Grant Thornton, the Council's External Auditor, was present for this item.

The Committee was invited to consider and approve the audited Statement of Accounts 2014/15.

Officers amplified various aspects of the circulated report in response to various questions from Members relating to the Gloucestershire Business Rates Pool, pension fund liabilities, and asset revaluations.

It was AGREED that the Statement of Accounts be amended to refer to 'the Royal Institution of Chartered Surveyors' (paragraph 5, page 3) and to 'An Emergency Budget was announced in July 2015' (paragraph 12, page 6).

**RESOLVED that the Statement of Accounts 2014/15, as amended, be approved for signature by the Chairman of the Audit Committee.**

**Record of Voting - for 4, against 0, abstentions 0, absent 1.**

AUD.27 INTERNAL AUDIT MONITORING REPORT

The Committee considered a report summarising the work undertaken by Internal Audit (Audit Cotswolds).

The Head of Audit Cotswolds amplified aspects of the circulated report, including in relation to work which had been brought forward from 2014/15; audit executive summaries; assurance levels; work undertaken; and an update in respect of counter fraud. The Head of Audit Cotswolds then responded to various questions from Members relating to staff resources, workloads, fraud investigations, and income monitoring.

**RESOLVED that the report be noted.**

**Record of Voting - for 4, against 0, abstentions 0, absent 1.**

AUD.28 STANDARDS/CODE OF CONDUCT COMPLAINTS - SIX-MONTHLY UPDATE

It was reported that, during the period 1<sup>st</sup> April 2015 to date, no complaints had been received by the Council in respect of potential breaches of the Code of Conduct by Members of this Council and/or by Members of any Town/Parish Council within the District.

**RESOLVED that the report be noted.**

**Record of Voting - for 4, against 0, abstentions 0, absent 1.**

AUD.29 WORK PLAN 2015/16

The Committee considered a draft Work Plan for the remainder of the 2015/16 Municipal Year.

**RESOLVED that the Work Plan 2015/16 be noted.**

**Record of Voting - for 4, against 0, abstentions 0, absent 1.**

AUD.30 OTHER BUSINESS

There was no other business that was urgent.

The Meeting commenced at 10.02 a.m. and closed at 11.25 a.m.

Chairman

(END)

Unconfirmed