

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
AUDIT AND GOVERNANCE COMMITTEE
HELD ON TUESDAY 19 SEPTEMBER 2017 AT 4:00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT:
Councillors

Grice, Mrs. D. (Chairman)
Johnson, J.P. (Vice-Chairman)

Bowater, J. Stretton, Mrs. P.Z.
Dudson, A. Woodhead, P.E.

Also Present:

Richard Percival, Engagement Lead, Grant Thornton (External Auditors)

11. Apologies

None.

12. Declaration of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members

No Declarations of Interests were made in addition to those already confirmed by Members in the Register of Members' Interests.

13. Minutes

RESOLVED:

That the Minutes of the meeting held on 27 June, 2017, be approved as a correct record and signed.

14. The Audit Findings for Cannock Chase District Council

Consideration was given to the Report of the External Auditors (Item 4.1 – 4.35 of the Official Minutes of the Council).

Richard Percival outlined the key issues arising from the audit of the Council's financial statements and he led Members through the key risks that had been identified. He asked Members to note the two unadjusted misstatements (outlined at Item 4.21) which were also referred to in the Management Representation Letter dealt with later on in the Agenda. Members would need to decide if the accounts should be adjusted.

Members were given the opportunity to ask questions. A Member sought clarification regarding the two unadjusted misstatements and asked the Head of Finance for guidance. He advised Members that if this was pursued a valuer would need to be employed to undertake the work; this would be at a cost to the Council. Procedures were in place to do a desk top exercise next year and he therefore advised the Committee that, in his opinion, it would not worth while amending the accounts to include the unadjusted misstatements. The Committee would need to determine if they were satisfied with this course of action when the Management Representation Letter was approved.

A Member sought clarification as to what the impact on the Council would be should there be a delay in the delivery of the Mill Green Designer Village. The Member was advised that Mill Green was well on track in terms of the timetable, with a completion date of 2019. A recent planning application to change the design had been approved and had not been called in by the Secretary of State. However, should there be any delay the Council had sufficient resources.

RESOLVED:

That the report of the External Auditors be noted.

15. External Audit of the Statement of Accounts 2016/17

Consideration was given to the Report of the Head of Finance (Item 5.1 – 5.7 the Official Minutes of the Council).

The Head of Finance referred Members to Appendix 1 (Item No. 5.5, paragraph xii) which dealt with the two unadjusted misstatements as discussed under the previous item.

RESOLVED:

That:

- (A) The contents of the report be noted, with reference to the separate reports included on the agenda on 'The Audit Findings for Cannock Chase District Council' and the 'Statement of Accounts 2016/17'.
- (B) The Management Representation letter be approved, and signed by the Chairman on behalf of the Committee.

16. Statement of Accounts 2016/17

Consideration was given to the Report of the Head of Finance (Item 6.1 – 6.5 + separate booklet of the Official Minutes of the Council).

The Chief Accountant led the Committee through the Statement of Accounts booklet outlining the main issues for Members information.

RESOLVED:

That the audited Statement of Accounts for 2016/17 be approved.

17. Internal Audit Quarter 1 Report 2017/18

Consideration was given to the Report of the Chief Internal Auditor and Risk Manager (Item 7.1 – 7.10 of the Official Minutes of the Council).

The Chief Internal Auditor and Risk Manager led Members through each of the audits undertaken in Quarter 1 of 2017/18, highlighting the key issues arising out of each audit. He advised that one audit was still in progress and commented on the two follow-up audits completed in Quarter 1. He then outlined the IT Audit Plan for 2017-18 as detailed in Appendix 5.

RESOLVED:

That

(A) The contents of the Internal Audit Report for Quarter 1 of 2017/18 be noted.

(B) The IT Audit Plan as set out in Appendix 5 of the report be approved.

The meeting closed at 4:50 p.m.

CHAIRMAN