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A meeting of **Corporate Governance & Audit Committee** will be held in Committee Room 1 - EPH on **Thursday, 22 January 2015 at 9.30 am**

MEMBERS: Mrs P M Tull (Chairman), Mr A F French (Vice-Chair), Mrs C M M Apel, Mr M J Bell, Mr J L Cherry, Mr A P Dignum, Mr B Finch, Mrs P A Hardwick, Mr G H Hicks and Mr R M J Marshall

AGENDA

Part 1

- 1 **Chairman's Announcements**
Any apologies for absence that have been received will be noted at this point.
- 2 **Approval of Minutes** (Pages 1 - 8)
The committee is requested to approve the minutes of its ordinary meeting on 27 November 2014.
- 3 **Urgent items**
The chairman will announce any urgent items that due to special circumstances are to be dealt with under agenda item 13(b).
- 4 **Declarations of Interest**
These are to be made by members of the Corporate Governance and Audit Committee or other Chichester District Council members present in respect of matters on the agenda for this meeting.
- 5 **Public Question Time**
The procedure for submitting public questions in writing by no later than 12:00 on Wednesday 21 January 2015 is available upon request to Member Services (the contact details for which appear on the front page of this agenda).
- 6 **Local Government Audit Committee briefing** (Pages 9 - 20)
The committee is requested to consider and note this report prepared by Ernst & Young LLP.
- 7 **Certification of claims and returns annual report 2013/14 : Ernst & Young LLP** (Pages 21 - 32)
The committee is requested to consider and note this report.
- 8 **Audit Progress Report : Ernst & Young LLP** (Pages 33 - 42)
The committee is requested to consider and note this report.
- 9 **Treasury Management Strategy** (Pages 43 - 46)
The committee is requested to consider the Treasury Management Policy Statement, the Treasury Management Strategy Statement, the Minimum Revenue Provision Policy Statement and the Investment Strategy for 2014-15 and to recommend these to Cabinet and Council for approval.

- 10 **Strategic and Operational Risk Management** (Pages 47 - 68)
The Committee is requested to note the current strategic risk register and the internal controls in place, plus any associated action plans to manage those risks, and raises any issues or concerns.
- The Committee is requested to note the current high scoring organisational risks and the mitigation actions in place, and raises any issues or concerns.
- 11 **Internal Audit - Audit Plan Progress** (Pages 69 - 74)
The committee is requested to consider and note the audit plan progress report.
- Members are also asked to consider the follow up on the recommendations made on the audit of 1 The Ridgeway and to raise any issues of concern for further action.
- 12 **Budget Task and Finish Group**
Members of the Task and Finish Group will feed back on their consideration of the projected variances on the 2014/15 Budget and the budgeted variance on the 2015/16 budget. The Budget will be considered by Cabinet in February 2015.
- 13 **Late items**
Consideration of any late items, as follows:
(a) Items added to the agenda papers and made available for public inspection
(b) Items that the chairman has agreed should be taken as a matter of urgency by reason of special circumstances to be reported at the meeting
- 14 **Exclusion of the Press and Public**
Items for which the press and public are likely to be excluded
- NONE

NOTES

1. The press and public may be excluded from the meeting during any item of business wherever it is likely that there would be disclosure of "exempt information" as defined in section 100A of and Schedule 12A to the Local Government Act 1972
2. The press and public may view the appendices relating to reports listed under Part I of the agenda which are not included with their copy of the agenda on the Council's website at <http://www.chichester.gov.uk/committees>.
3. Subject to the provisions allowing the exclusion of the press and public, the photographing, filming or recording of this meeting from the public seating area is permitted. To assist with the management of the meeting, anyone wishing to do this is asked to inform the chairman of the meeting of their intentions before the meeting starts. The use of mobile devices for access to social media is permitted, but these should be switched to silent for the duration of the meeting. Those undertaking such activities must do so discreetly and not disrupt the meeting, for example by oral commentary, excessive noise, distracting movement or flash photography. Filming of children, vulnerable adults or members of the audience who object should be avoided. (Standing Order 11.3)
4. Restrictions have been introduced on the distribution of paper copies of longer appendices

to reports where those appendices are circulated separately from the agenda as follows:

- 1) Members of the Corporate Governance & Audit Committee, the Cabinet and Senior Officers – receive paper copies including the appendices
- 2) Other Members of the Council – Appendices may be viewed via the Members' Desktop and a paper copy will be available in the Members' Room at East Pallant House.