

<b>DECISION-MAKER:</b>	<b>GOVERNANCE COMMITTEE</b>		
<b>SUBJECT:</b>	<b>EXTERNAL AUDIT – AUDIT FEE LETTER 2016-17</b>		
<b>DATE OF DECISION:</b>	<b>25 JULY 2016</b>		
<b>REPORT OF:</b>	<b>CHIEF INTERNAL AUDITOR</b>		
<b><u>CONTACT DETAILS</u></b>			
<b>AUTHOR:</b>	<b>Name:</b>	<b>Neil Pitman</b>	<b>Tel: 01962 845139</b>
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<b>Director</b>	<b>Name:</b>	<b>Mel Creighton</b>	<b>Tel: 023 80834897</b>
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<b>STATEMENT OF CONFIDENTIALITY</b>			
None			
<b>BRIEF SUMMARY</b>			
This letter confirms the audit work and associated fee proposed by external audit for the 2016/17 financial year. The fee was set by Public Sector Audit Appointments Ltd (PSAA) and has been agreed with the Service Director of Finance and Commercialisation.			
<b>RECOMMENDATIONS:</b>			
	(i)	to note the external auditor's 'Audit Fee Letter' as attached Appendix 1.	
<b>REASONS FOR REPORT RECOMMENDATIONS</b>			
1.	The Governance Committee's terms of reference require it to be satisfied that appropriate action is taken on risk and internal control related issues identified by the external auditors. Specifically, the Committee has responsibility for oversight of the reports of external audit.		
<b>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED</b>			
2.	None		
<b>DETAIL (Including consultation carried out)</b>			
3.	The report, as attached in Appendix 1, has been discussed and agreed with the Chief Executive and the Service Director Strategic Finance and Commercialisation.		
<b>RESOURCE IMPLICATIONS</b>			
<b><u>Capital/Revenue</u></b>			
4.	None		
<b><u>Property/Other</u></b>			
5.	None		
<b>LEGAL IMPLICATIONS</b>			
<b><u>Statutory power to undertake proposals in the report:</u></b>			
6.	Local Government Act 1999		

<b><u>Other Legal Implications:</u></b>	
7.	None
<b>POLICY FRAMEWORK IMPLICATIONS</b>	
8.	None

<b>KEY DECISION?</b>	No
<b>WARDS/COMMUNITIES AFFECTED:</b>	
<b><u>SUPPORTING DOCUMENTATION</u></b>	
<b>Appendices</b>	
1.	Audit Fee Letter 2016/17
<b>Documents In Members' Rooms</b>	
1.	None
<b>Equality Impact Assessment</b>	
Do the implications/subject of the report require an Equality and Safety Impact Assessments (ESIA) to be carried out.	No
<b>Privacy Impact Assessment</b>	
Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out.	No
<b>Other Background Documents</b>	
<b>Equality Impact Assessment and Other Background documents available for inspection at:</b>	
Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
1.	None