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GOVERNANCE COMMITTEE  
MINUTES OF THE MEETING HELD ON 25 JULY 2016

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Present: Councillors Barnes-Andrews (Chair), Inglis, Jordan, Noon, O'Neill  
(Minutes 53 and 54) and Parnell

50. **MINUTES OF PREVIOUS MEETING (INCLUDING MATTERS ARISING)**

**RESOLVED:** that the minutes of the Committee meeting held on 6<sup>th</sup> June 2016 be approved and signed as a correct record.

51. **FINANCIAL STATEMENTS FOR 2015/16**

The Committee considered the report of the Section 151 Officer detailing the Financial Statements for 2015/16. In accordance with the Accounts and Audit Regulations 2011 the Financial Statements 2015/16 were signed by the Section 151 Officer on 13<sup>th</sup> May 2016 which was earlier than the statutory requirement to have the statements signed by the 30<sup>th</sup> June.

The Committee acknowledged and congratulated the Finance Team on their hard work to complete the sign off of the Financial Statements six weeks ahead of schedule.

**RESOLVED**

- (i) That the changes to the Financial Statements 2015/16 as a result of the annual audit as detailed in paragraphs 6 to 9 of the report and the appendix to the report be noted; and
- (ii) That the audited Financial Statements 2015/16 be approved.

52. **ANNUAL GOVERNANCE STATEMENT 2015-16**

The Committee received and noted the report of the Chief Financial Officer detailing the Annual Governance Statement for 2015/16. In accordance with the Accounts and Audit Regulations the Council was required to develop and publish an Annual Governance Statement which was intended to provide an accurate representation of the Corporate Governance Arrangements in place during the year and to identify any significant gaps or areas where improvements were required.

53. **EXTERNAL AUDIT - AUDIT RESULTS REPORT**

The Committee considered the report of the Section 151 Officer detailing the External Audit – Audit Results Report. The Audit Commission's Code of Audit Practice required the Council's External Auditor to report to "those charged with Governance" on the work carried out to discharge their statutory audit responsibilities together with any governance issues identified.

**RESOLVED**

- (i) That the External Auditor's "Audit Results Report" as detailed in Appendix 1 of the report be noted; and

- (ii) That the Management Representation Letter as detailed in Annex E of Appendix 1 of the report be approved.

54. **EXTERNAL AUDIT - AUDIT FEE LETTER 2016-17**

The Committee received and noted the report of the Chief Internal Auditor detailing the External Audit – Audit Fee Letter. The letter attached as Appendix 1 of the report confirmed the audit work and associated fee proposed by external audit for 2016/17. The fee was set by Public Sector Audit Appointments Ltd and had been agreed with the Service Director of Finance and Commercialisation.