

# FAREHAM

BOROUGH COUNCIL

## Minutes of the Audit and Governance Committee (to be confirmed at the next meeting)

**Date:** Monday, 29 June 2015

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor T G Knight (Chairman)

Councillor G Fazackarley (Vice-Chairman)

**Councillors:** P J Davies, Miss T G Harper, D L Steadman, C J Wood and  
D J Norris (deputising for P W Whittle, JP)

**Also  
Present:**



## 1. APOLOGIES

An apology of absence was received from Councillor P W Whittle, JP.

## 2. MINUTES

At the invitation of the Chairman, the Monitoring Officer addressed the Committee on the item to advise the members of two amendments to the minutes of the Audit and Governance Sub-Committee held on 26 March 2015:

- (i). The removal of the words “Mr D Basson” from paragraph 14 so that it reads “Councillor C J Wood and the Monitoring Officer left the room and took no part in the deliberation”; and
- (ii). The addition of the words “and consultation with Mr David Basson, the Council’s Designated Independent Person” in paragraph 14 so that it reads “Following the deliberation of the Standards Sub Committee and consultation with Mr David Basson, the Council’s Designated Independent Person, a motion was proposed and seconded to resolve that a breach of the code had taken place;”

RESOLVED that:-

- (a) the minutes of the Audit and Governance Committee meeting held on 16 March 2015 be confirmed and signed as a correct record; and
- (b) the minutes of the Audit and Governance Standards Sub-Committee held on 26 March 2015 be confirmed and signed as a correct record, subject to the amendments in (i) and (ii) above.

## 3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed to the Committee Councillor Wood.

He also welcomed to the meeting Andy Jefford from Mazars and Kate Handy and Martin Young from Ernst and Young.

## 4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS

There were no declarations of interest made at this meeting.

## 5. DEPUTATIONS

There were no deputations made at this meeting.

### **DECISIONS MADE UNDER DELEGATED POWERS**

## 6. EXTERNAL AUDITORS ANNUAL PLAN

The Committee considered a report by the Director of Finance and Resources on the External Auditors Annual Plan.

The report was presented by Martin Young, who took questions from members.

RESOLVED that the Committee approve the Audit Plan, attached as Appendix A to the report.

## **7. EXTERNAL AUDIT ANNUAL FEE LETTER**

The Committee considered a report by the Director of Finance and Resources on the external audit annual fee letter.

The report was presented by Martin Young, and then took questions from members.

Councillor Norris queried the 4 instalment payments as they added up to more than the cost of the audit fee. Martin Young explained to the Committee that the instalments also included the cost of the housing benefit subsidy claim.

RESOLVED that Committee approve the fees proposed for the External Audit Coverage in 2015/16.

## **8. QUARTERLY AUDIT REPORTS**

The Committee considered a report by the Director of Finance and Resources on the Quarterly Audit Report.

The report was presented by Andy Jefford, who took questions from members.

RESOLVED that the Committee note the progress and findings arising from the Internal Audit work, attached as Appendix A to the report.

## **9. COUNTER FRAUD PROGRESS**

The Committee considered a report by the Director of Finance and Resources on an update on counter fraud strategy work and fraud cases over the past 6 months.

Members were given an update on paragraph 13 of the report on the planned exercise by the parking team to identify possible blue badge fraud. Members were informed that the first park of the exercise had now been completed and that out of the 23 badges that were checked 1 was found to have been misused as the blue badge holder was not in the vehicle where the blue badge was being used.

RESOLVED that the Committee note the content of the report.

## **10. REVIEW OF WORK PROGRAMME AND TRAINING PLAN**

The Committee considered a report by the Director of Finance and Resources which reviewed the Committee's work programme and training plan for 2015/16.

RESOLVED that the Work Programme for the rest of the year, as set out in Appendix A of the report, be approved.

(The meeting started at 6.00 pm  
and ended at 6.47 pm).