

**WYRE FOREST DISTRICT COUNCIL**

**AUDIT COMMITTEE**

**COUNCIL CHAMBER, WYRE FOREST HOUSE, FINEPOINT WAY,  
KIDDERMINSTER**

**MONDAY 29TH JUNE 2015 (6PM)**

---

**Present**

Councillors: J Phillips (Chairman), T A Muir (Vice-Chairman), H E Dyke, A T Hingley, M Rayner and J D Smith.

**AUD.1      Apologies for Absence**

Apologies for absence were received from Councillor P Dyke.

**AUD.2      Appointment of Substitutes**

Councillor H E Dyke was appointed as a substitute for Councillor P Dyke.

**AUD.3      Declarations of Interests by Members**

No declarations of interest were made.

**AUD.4      Minutes**

**Agreed: The minutes of the meeting held on 30th March 2015 be confirmed as a correct record of the meeting and signed by the Chairman.**

**AUD.5      Audit Update Report**

The Committee received a report from Grant Thornton in relation to the audit progress and update for 2014/15.

Members were led through the report and were very keen to receive a further briefing on Building a successful local authority trading company. It was agreed the item would be included on a future Members Forum agenda.

**Agreed: The report be noted.**

**AUD.6      External Audit Fee Letter 2015/16**

The Committee received an update report from Grant Thornton in relation to the planned audit fee for 2015/16.

Members welcomed the reduction in the fee from the previous year as set by the Audit Commission.

**Agreed: The report be noted.**

**AUD.7 Internal Audit Monitoring Report Quarter Ended 31<sup>st</sup> March 2015**

The Committee received a report from the Principal Auditor which informed Members of the Internal Audit Monitoring Report for the quarter ended 31<sup>st</sup> March 2015.

Members were led through the report and advised that the increase in consultancy and advice given by the Audit Team was partially down to key changes in the Council's banking procedures and how income was collected.

**Agreed: The Internal Audit Monitoring Report for Quarter ended 31<sup>st</sup> March 2015 as detailed in the Appendix of the report to the Audit Committee be noted.**

**AUD.8 Internal Audit Annual Assurance Report 2014/15**

The Committee received a report from the Section 151 Officer and Principal Auditor which sought approval of the Internal Audit Annual Assurance report for 2014/15.

Members were led through the report and advised that it was a statutory requirement for the Council to have an Internal Audit service as part of its Corporate Governance framework. An Annual Governance Statement was required to be published with the Council's Annual Statement of Accounts and the Internal Audit Annual Assurance report contributed towards the evidence required for the statement to be prepared.

**Agreed: The Internal Audit Annual Assurance report for 2014/15 as attached at Appendix 1 of the report to the Audit Committee be approved.**

**AUD.9 Annual Governance Statement**

The Committee received a report from the Chief Financial Officer which asked for the approval of the Annual Governance Statement and Annual Governance Action Plan 2014/15 for inclusion in the Statement of Accounts.

The Chief Financial Officer led Members through the report and highlighted the main significant governance issues which were being or needed to be addressed during the coming year.

**Agreed: The Annual Governance Statement as attached at Appendix 1 of the report be approved.**

**AUD.10 Report on Final Accounts**

The Committee received a report from the Chief Financial Officer which asked Members to consider the pre-audit copy of the Council's Statement of Accounts for the financial year 2014/15.

The Chief Financial Officer led Members through the report and highlighted the major variations against the revised budget for 2014/15.

**Agreed:**

**The pre-audit Statement of Accounts approved by the Chief Financial Officer be endorsed.**

**The Chief Financial Officer be authorised to make minor changes to the copy of the Statement of Accounts endorsed above, prior to the statutory pre-audit deadline of the 30th June, should this be necessary.**

There being no further business, the meeting ended at 6.58pm.