



# WELWYN HATFIELD

Please note that by law this meeting can be filmed, audio-recorded, photographed or reported electronically by the use of social media by anyone attending. This does not apply to any part of the meeting that is held in private session.

Please ask for:  
Suzanne Hulks

**\*PLEASE NOTE DATE**

18 July 2016

Dear Councillor

You are requested to attend a meeting of the WELWYN HATFIELD BOROUGH COUNCIL AUDIT COMMITTEE to be held on **Monday, 25th July, 2016** at 7.30 pm in the Council Offices, The Campus, Welwyn Garden City, Herts, AL8 6AE

Yours faithfully

Director (Governance)

## AGENDA PART 1

1. APPOINTMENT OF CHAIRMAN

The Council at their meeting on 23 May 2016 appointed Councillor G. Michaelides as Chairman of the Committee for the 2016/17 municipal year.

2. SUBSTITUTION OF MEMBERS

To note any substitution of Committee members made in accordance with Council Procedure Rules 19-22.

3. APOLOGIES

4. MINUTES

To confirm as a correct record the Minutes of the meeting held on 21 March 2016 (previously circulated).

5. ACTIONS UPDATE (Pages 5 - 6)

Report of the Director (Governance) which lists the actions from previous meetings

and their current status.

6. NOTIFICATION OF URGENT BUSINESS TO BE CONSIDERED UNDER ITEM 16 AND ANY ITEMS WITHDRAWN FROM THE AGENDA

7. DECLARATIONS OF INTERESTS BY MEMBERS

To note declarations of Members' disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in respect of items on this agenda.

8. PUBLIC QUESTION TIME AND PETITIONS

Up to fifteen minutes will be available for questions from members of the public on issues relating to the work of the Committee and to receive any petitions.

9. RISK MANAGEMENT (Pages 7 - 30)

Report of the Director (Governance) brings to Members' attention the current top risks facing the Council, as determined by Managers and entered to the TEN Risk Manager System.

10. AUDIT RESULTS REPORT - ISA (UK AND IRELAND) 260 FOR THE YEAR ENDED 31 MARCH 2016 (Pages 31 - 54)

Report of Ernst & Young summarises the findings from the 2015/16 audit which is substantially complete and which includes messages arising from their audit of the Council's financial statements and the results of the work they have undertaken to assess their arrangements to secure economy, efficiency and effectiveness in the use of resources.

11. STATEMENT OF ACCOUNTS 2015-2016 (Pages 55 - 156)

Report of the Director (Finance and Operations) presenting the Statement of Accounts for approval.

12. WELWYN HATFIELD BOROUGH COUNCIL 2015/16 ANNUAL ASSURANCE STATEMENT AND INTERNAL AUDIT ANNUAL REPORT (Pages 157 - 188)

Report of the Shared Internal Audit Service recommends that Members note the Annual Assurance Statement and Internal Audit Annual Report; note the results of the self-assessment as required by both the Public Sector Internal Audit Standards and the Quality Assurance and Improvement Programme; accept the SIAS Audit Charter; and seek assurance from management that the scope and resources for internal audit were subject to no inappropriate limitations in 2015/16.

13. PUBLIC SECTOR INTERNAL AUDIT STANDARDS - MANAGEMENT CONFIRMATION (Pages 189 - 192)

Report of the Director (Finance and Operations) presents management confirmation to the Committee as required in terms of the Public Sector Internal Audit Standards that there has been no inappropriate scope or resource limitations on internal audit activity.

14. WELWYN HATFIELD BOROUGH COUNCIL - INTERNAL AUDIT PROGRESS REPORT (Pages 193 - 208)

Report of the Shared Internal Audit Service asks Members to note the Internal Audit Progress Report and approve amendments to the Audit Plan.

15. AUDIT RECOMMENDATIONS - MONITORING UPDATE (Pages 209 - 210)

Report of the Director (Governance) presents an update on previous audit actions/recommendations and progress made in the implementation of these.

16. DRAFT ANNUAL GOVERNANCE STATEMENT FOR THE FINANCIAL YEAR 2015/16 (Pages 211 - 234)

Report of the Chief Executive presents the Draft Annual Governance Statement for the financial year 2015/16 which has been compiled in accordance with the best practice set out in the CIPFA/SOLACE Guidance Framework "Delivering Good Governance in Local Government"

17. SUCH OTHER BUSINESS AS, IN THE OPINION OF THE CHAIR, IS OF SUFFICIENT URGENCY TO WARRANT IMMEDIATE CONSIDERATION

18. EXCLUSION OF PRESS AND PUBLIC

The Committee is asked to resolve:

That under Section 100(A) (2) and (4) of the Local Government Act 1972, the press and public be now excluded from the meeting for item 18 (if any) on the grounds that it involves the likely disclosure of confidential or exempt information as defined in Section 100A (3) and Part I of Schedule 12A of the said Act as amended.

In resolving to exclude the public in respect of the exempt information, it is considered that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

19. ANY OTHER BUSINESS OF AN EXEMPT NATURE AT THE DISCRETION OF THE CHAIR

Circulation: Councillors G Michaelides (Chairman) H Quenet  
M Levitt S Roberts  
S Markiewicz

Executive Board  
Press and Public (except Part II Items)

**If you require any further information about this Agenda please contact Richard Burbidge, Governance Service Unit on 01707 357349, fax 01707 357257 or email – [r.burbidge@welhat.gov.uk](mailto:r.burbidge@welhat.gov.uk)**