

Meeting: **Audit and Governance Committee**
Date: **30 July 2019**
Time: **7.00 pm**
Place: **Council Chamber - Civic Centre, Folkestone**

To: **All members of the Audit and Governance Committee**

The committee will consider the matters, listed below, at the date, time and place shown above. The meeting will be open to the press and public.

Members of the committee, who wish to have information on any matter arising on the agenda, which is not fully covered in these papers, are requested to give notice, prior to the meeting, to the Chairman or appropriate officer.

This meeting will be webcast live to the council's website at <https://shepway.public-i.tv/core/portal/home>.

1. **Apologies for Absence**

2. **Declarations of Interest**

Members of the committee should declare any interests which fall under the following categories*:

- a) disclosable pecuniary interests (DPI);
- b) other significant interests (OSI);
- c) voluntary announcements of other interests.

3. **Minutes (Pages 5 - 10)**

To consider and approve, as a correct record, the minutes of the meeting held on 5 March 2019.

Queries about the agenda? Need a different format?

Contact Sue Lewis – Tel: 01303 853265
Email: committee@folkestone-hythe.gov.uk or download from our website
www.folkestone-hythe.gov.uk

4. Polling Districts, places and stations review

The Representation of the People Act 1983 and Electoral Administration Act 2006 places a duty on the council to conduct a review of polling places and polling districts every four years. The last review was concluded by Folkestone & Hythe District Council (as Shepway District Council) in November 2014. A review will be taking place between July and September in 2019, which will conclude at the revision of the published register on Sunday 01 December 2019. A short presentation will be carried out by the Democratic Services Manager outlining the consultation process and final stages of the review.

5. Annual Governance Statement 2018/19 (Pages 11 - 40)

Report AuG/19/08 Under the Accounts and Audit (England) Regulations 2011 (as amended), local authorities are required to produce an Annual Governance Statement. This report describes the process followed and seeks approval for the Annual Governance Statement for the year 2018/19.

6. Applications for dispensations under the Code of Conduct for Directors of Oportunitas (Pages 41 - 46)

Report AuG/19/01 considers the application for dispensations under the code of conduct for councillors to speak and vote by councillors who are also directors of Oportunitas. The recommendation is that the dispensations be granted.

7. Appointment of Independent Persons (Pages 47 - 54)

Report Aug/19/02 Under S 28(7) Localism Act 2011 and the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015 the council must appoint an Independent Person to fulfil the functions set out in the Act and regulation. This report recommends the appointment of two Independent Persons and the person specification for the posts.

8. Update to the Corporate Risk Register (Pages 55 - 66)

Report AuG/19/07 presents a refreshed Corporate Risk Register based upon the updated Risk Management Policy & Strategy which was adopted by Cabinet in July 2018.

9. Internal Audit Annual Report 2018-19 (Pages 67 - 84)

Report AuG/19/04 provides the summary of the impact of the work of the

East Kent Audit Partnership for the year to 31st March 2019.

10. External Audit Findings

Report to Follow.

11. Internal Audit Progress Report from the Head of the East Kent Audit Partnership (Pages 85 - 104)

Report AuG/19/06 includes the summary of the work of the East Kent Audit Partnership (EKAP) since the last Audit and Governance Committee meeting together with details of the performance of the EKAP to the 31st May 2019.

12. Statement of Accounts 2018-19 (Pages 105 - 244)

Report AuG/19/03 In accordance with the Accounts and Audit Regulations 2015 the council must consider and approve its Statement of Accounts no later than 31 July 2019. The Accounts have been subjected to audit, the details of which are set out in Grant Thornton's Audit Findings report.

*Explanations as to different levels of interest

(a) A member with a disclosable pecuniary interest (DPI) must declare the nature as well as the existence of any such interest and the agenda item(s) to which it relates must be stated. A member who declares a DPI in relation to any item must leave the meeting for that item (unless a relevant dispensation has been granted).

(b) A member with an other significant interest (OSI) under the local code of conduct relating to items on this agenda must declare the nature as well as the existence of any such interest and the agenda item(s) to which it relates must be stated. A member who declares an OSI in relation to any item will need to remove him/herself to the public gallery before the debate and not vote on that item (unless a relevant dispensation has been granted). However, prior to leaving, the member may address the meeting in the same way that a member of the public may do so.

(c) Members may make voluntary announcements of other interests which are not required to be disclosed under (a) and (b). These are announcements made for transparency reasons alone, such as:

- membership of outside bodies that have made representations on agenda items, or
- where a member knows a person involved, but does not have a close association with that person, or
- where an item would affect the well-being of a member, relative, close associate, employer, etc. but not his/her financial position.

Voluntary announcements do not prevent the member from participating or voting on the relevant item