

# **SOUTH LAKELAND DISTRICT COUNCIL**

South Lakeland House, Kendal, Cumbria LA9 4UQ

[www.southlakeland.gov.uk](http://www.southlakeland.gov.uk)



**You are requested to attend a meeting of  
the Audit Committee  
on Thursday, 21 July 2016, at 6.30 p.m.  
in the Georgian Room, Kendal Town Hall**

*Please note training will be provided for all Committee Members on  
Final Accounts and the Role of the Audit Committee at 5.30 p.m. in  
the Georgian Room, Kendal Town Hall.*

## **Committee Membership**

### **Councillors**

Stephen Coleman (Chairman)

Stan Collins (Vice-Chairman)

Joss Curwen

Kevin Lancaster

Matt Severn

Ian Stewart

David Williams

**Wednesday, 13 July 2016**

**Debbie Storr, Director of Policy and Resources (Monitoring Officer)**

***For all enquiries, please contact:-***

***Committee Administrator:*** Inge Booth

***Telephone:*** 01539 793190

***e-mail:*** [committeeservices@southlakeland.gov.uk](mailto:committeeservices@southlakeland.gov.uk)



## AGENDA

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### PART I

#### **1 APOLOGIES**

To receive apologies for absence, if any.

#### **2 MINUTES**

To authorise the Chairman to sign, as a correct record, the minutes of the meeting of the Committee held on 21 April 2016 (copy attached).

**5 - 14**

#### **3 DECLARATIONS OF INTEREST**

To receive declarations by Members of interests in respect of items on this Agenda.

Members are reminded that, in accordance with the revised Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting.)

Members may, however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared in the Register, as well as any other registrable or other interests.

*If a Member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote, he/she is advised to contact the Monitoring Officer at least 24 hours in advance of the meeting.*

#### **4 LOCAL GOVERNMENT ACT 1972 - EXCLUDED ITEMS**

To consider whether the items, if any, in Part II of the Agenda should be considered in the presence of the press and public.

#### **5 TERMS OF REFERENCE**

To note the Terms of Reference of the Audit Committee as set out in Part 3 (page 38 and pages 41 to 43) of the Council's Constitution.

#### **6 WORK PROGRAMME 2016/17**

To review the Audit Committee's Work Programme for 2016/17.

**15 - 18**

#### **7 INTERNAL AUDIT RECOMMENDATIONS PROGRESS REPORT**

To consider progress made in implementing the Internal Audit Report recommendations.

**19 - 38**

#### **8 EXTERNAL AUDIT PROGRESS AND UPDATE REPORT**

To consider a summary of external progress to date and emerging issues and developments that may be relevant to the Council.

**39 - 48**

#### **9 INTERNAL AUDIT ANNUAL REPORT 2015/16**

To consider the Internal Audit Annual Report 2015/16.

**49 - 66**

<b>10</b>	<b>INTERNAL AUDIT REPORTS 2016/17</b>	
	To consider executive summaries of recently completed Internal Audit reports:-	
	<b>a</b> <b>Bereavement Services</b>	<b>67 - 82</b>
	<b>b</b> <b>Housing Benefits</b>	<b>83 - 88</b>
	<b>c</b> <b>Housing Standards</b>	<b>89 - 110</b>
	<b>d</b> <b>Leisure Services</b>	<b>111 - 130</b>
<b>11</b>	<b>INTERNAL AUDIT ANNUAL PLAN 2016/17</b>	<b>131 - 158</b>
	To consider the Internal Audit Annual Plan 2016/17 and Internal Audit Charter.	
<b>12</b>	<b>STATEMENT OF ACCOUNTS INCLUDING THE ANNUAL GOVERNANCE STATEMENT 2015/16</b>	<b>159 - 258</b>
	To consider the unaudited Statement of Accounts, including the Annual Governance Statement, for 2015/16.	
<b>13</b>	<b>REVIEW OF REPORTING REQUIREMENTS FOR PERFORMANCE MANAGEMENT FRAMEWORK AND RISK PROCESS</b>	<b>259 - 262</b>
	To consider the updated reporting arrangements for the Performance Management Framework and the Risk Process.	
<b>14</b>	<b>AUDIT COMMITTEE RISK REGISTER</b>	<b>263 - 270</b>
	To review the updated Audit Committee Risk Register.	
<b>15</b>	<b>RISK MANAGEMENT UPDATE</b>	<b>271 - 274</b>
	To consider the Strategic Risk Register (Appendix 1 to be circulated prior to the meeting).	
<b>16</b>	<b>OTHER SIGNIFICANT FINANCIAL ISSUES</b>	
	To receive a verbal update from the Assistant Director Resources (Section 151 Officer) on any other significant financial issues.	

**PART II**

**Private Section (exempt reasons under Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, specified by way of paragraph number)**

There are no items in this Part of the agenda.