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To: Councillors Annabel de Capell Brooke, Richard Gell, Sylvia Hobbs, Rupert Reichhold, Alex Smith, Robin Underwood and Peter Wathen.

Membership of the Committee may be changed at the Council meeting to be held on 29 January 2018.

Please ask for
Paul Smith

Direct Dial
01832 742175

Date:
19 January 2018

Dear Councillor,

A meeting of the **Governance and Audit Committee** will be held in **the Council Chamber**, East Northamptonshire House, Cedar Drive, Thrapston, on **Wednesday 31 January 2018** at 7.30pm.

AGENDA

A period of not more than 15 minutes will be allowed to enable members of the public, who have notified their intention to speak, to address the meeting.

- 1. Apologies for absence**
- 2. Minutes of the meeting held on 29 November 2017 (attached)**
If you have any queries in respect of the accuracy of the minutes, please notify Paul Smith prior to the meeting.
- 3. Declarations of Interest**
- 4. Questions by Members under Council procedure rule 10.3 (if any).**

Members of the Committee have the right to ask the Chairman a question on any matter in relation to which the Council has powers or duties or which affects East Northamptonshire and which falls within the terms of reference of the Committee - provided that notice is given to the Chief Executive by 5pm on the working day preceding the meeting. The functions of the Committee are to be found in part 3 of the Council Constitution. A form for use by Members is available on the Council's intranet. Alternatively please telephone Paul Smith or e-mail psmith@east-northamptonshire.gov.uk

5. **National Scheme for Appointment of External Auditors – Update** (verbal update by the Finance Manager).
6. **Risks in Relation to S106 Agreements'** (report of the Executive Director – attached)
7. **Progress on Implementation of Internal Audit Recommendations** (report of the Finance Manager – attached).
8. **Internal Audit – Progress and Performance** (report of the Head of Internal Audit – attached).
9. **Constitutional Update - Proposed Revisions to Part 9 Procedure** (report of the Monitoring Officer – attached)
10. **KPMG Audit Plan 2017/18** (report of the Council's External Auditors – attached)
11. **Grant Certification 2016-17** (report of the Council's External Auditors – attached)
12. To agree a date for an additional meeting of the Committee in March 2018 to approve the Audit Plan for 2018/19.

Yours sincerely

DAVID OLIVER
Chief Executive

FIRE/EMERGENCY EVACUATION

Please read the fire/emergency evacuation instructions before the meeting begins. These are displayed at the entrance to the Council Chamber.

If the emergency alarm sounds, you must evacuate the building immediately by the nearest signed fire exit and proceed to the main car park area as directed by the Democratic Services staff. Further instructions will then be given.

