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**To: Councillors Rosalie Beattie, Annabel de Capell Brooke, Sylvia Hobbs, Sylvia Hughes, Lance Jones, Dorothy Maxwell, Alex Smith, Robin Underwood and Peter Wathen.**

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**Please ask for**  
Louise Tyers

**Direct Dial**  
01832 742198

**Date:**  
16 July 2019

***A briefing session for members of the Committee on the Draft Statement of Accounts will be held in the Council Chamber, commencing at 6.30pm.***

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 24 July 2019** 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 on a matter due for consideration at the meeting.*

**1. Apologies for absence**

*If you are unable to attend this meeting please notify Louise Tyers.*

**2. Minutes of the Meeting held on 27 March 2019**

*If you have any queries in respect of the accuracy of the minutes, please notify Louise Tyers prior to the meeting.*

**3. Declarations of Interest**

*Members should declare any Disclosable Pecuniary Interests or Other Interests in any matters on the agenda, as defined by the Localism Act 2011. Advice can be sought ahead of the meeting from the Monitoring Officer or Deputy Monitoring Officer.*

**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 Louise Tyers or e-mail [ltyers@east-northamptonshire.gov.uk](mailto:ltyers@east-northamptonshire.gov.uk)

5. **Annual Internal Audit Report**  
(Report of the Head of Internal Audit – **attached**)
6. **Internal Audit – Progress and Performance**  
(Report of the Head of Internal Audit – **attached**)
7. **Internal Audit Charter**  
(Report of the Head of Internal Audit – **attached**)
8. **Rescheduling of the 2018/19 Statement of Accounts Audit**  
(Report of the Finance Manager – **attached**)
9. **External Audit Annual Fee Letter 2019-20**  
(Report of the Finance Manager – **attached**)
10. **Draft Statement of Accounts 2018/19**  
(Report of the Finance Manager – **attached**)
11. **Code of Corporate Governance Review**  
(Report of the Finance Manager – **attached**)
12. **Annual Report of the Governance and Audit Committee**  
(Report of the Finance Manager – **attached**)
13. **Risk Management Update – Quarter 4 2018/19**  
(Report of the Finance Manager – **attached**)

**The Committee is likely to exclude the public and press from the meeting during consideration of the following item of business in accordance with Section 100A of the Local Government Act 1972, because exempt information may be disclosed.**

14. **Cyber Security Audit**  
(Exempt report, as defined under paragraph 3 of Part 1 of Schedule 12A)  
(Report of the ICT Business Support Manager – **attached**)

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.