

**A MEETING OF THE STANDARDS AND GOVERNANCE COMMITTEE
WAS HELD ON 15 JANUARY 2015
*Subject to Approval***

Councillors Allen, Bateman (P), Carter (P), Chegwyn, Dickson (P), Forder, Scard (P) and Wright (P)

It was reported that in accordance with Standing Order 2.3.6, Councillors Burgess had been nominated to replace Councillor Forder for this meeting.

17. APOLOGIES

An apology for inability to attend the meeting was submitted on behalf of Councillor Forder.

18. DECLARATIONS OF INTEREST

There were no declarations of interest.

19. MINUTES

RESOLVED: That the minutes of the meeting of the Standards and Governance Committee held on 11 September 2014 be approved and signed by the Chairman as a true and correct record.

20. DEPUTATIONS

There were no deputations

21. PUBLIC QUESTIONS

There were no public questions.

PART II

**22. ERNST & YOUNG – ANNUAL AUDIT LETTER 2013/14 AND 2013/14
AUDIT SCALE FEE VARIATION LETTER**

Consideration was given to a report of the Council's external auditors Ernst & Young that summarised the findings from the 2013/14 audit.

Members were advised that the Annual Audit Letter had been prepared in line with the requirements of the Audit Commission' and highlighted key messages that were reported in the Audit Results Report presented to the Standards & Governance Committee on 11th September 2014 and the Policy & Organisation Board on 29th September 2014.

It was further reported that following consultation with the Audit Commission and the removal of the requirement for auditors to certify the national non-domestic rates for 2013/14, it had been requested that a supplementary fee of £900 be applied for the additional audit procedures required to provide assurance on business rate income and expenditure of the Collection Fund.

In conclusion, Members were advised that it was anticipated that upon completion of the grants work, Ernst & Young would issue the annual certification report for 2013/14.

RESOLVED: That the Stands & Governance Committee:

- a) receive the Annual Audit Letter and consider the conclusions reached by the auditor before the final approval by the Policy and Organisation Board; and
- b) approve the Audit Commission's 2013/14 supplementary scale fee variation in respect of the additional audit procedures required to provide assurance over business rates income and expenditure in the Collection Fund for 2013/14.

23. ERNST & YOUNG – CERTIFICATION OF CLAIMS AND RETURNS ANNUAL REPORT 2013/14, ANNUAL AUDIT AND CERTIFICATION FEES LETTER 2014/15 AND AUDIT PROGRESS REPORT

Consideration was given to a report of the Council's external auditors Ernst & Young, which summarised the findings from the work completed to enable Ernst & Young to certify the Council's 2013/14 claims and returns.

Members were advised that the annual audit and certification fees letter for 2014/15 set out the indicative fee for the audit and certification of claims. It was also reported that the audit progress report confirmed the completion of the certification of claims and returns annual report for 2013/14 and the progress made on the 2014/15 audit.

RESOLVED: That the Standards and Governance Committee:

- a) review and approve the conclusions set out in the certification of claims and returns annual report 2013/14; and
- b) note the annual audit and certification fees letter for 2014/15 and the audit progress report 2014/15.

24. ANY OTHER BUSINESS

There was no other business.

The meeting concluded at 18:25

CHAIRMAN