



**Committee:** AUDIT COMMITTEE  
**Date:** WEDNESDAY, 18 JUNE 2014  
**Venue:** MORECAMBE TOWN HALL  
**Time:** 6.00 P.M.

## AGENDA

1. **Apologies for Absence**

2. **Appointment of Vice-Chairman**

To appoint the Vice-Chairman of Audit Committee for the Municipal Year 2014/15. (The Chairman must not be a member of Cabinet or Overview and Scrutiny - Part 3, Section 8 of the Constitution.)

3. **Minutes**

Minutes of meeting held on 22 January 2014 (previously circulated).

4. **Items of Urgent Business authorised by the Chairman**

5. **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 Localism Act 2011, they are required to declare any disclosable pecuniary 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.)

Whilst not a legal requirement, in accordance with Council Procedure Rule 10 and in the interests of clarity and transparency, Members should declare any disclosable pecuniary interests which they have already declared in the Register, at this point in the meeting.

In accordance with Part B, Section 2, of the Code of Conduct, Members are required to declare the existence and nature of any other interests as defined in paragraphs 8(1) or 9(2) of the Code of Conduct.

6. **External Audit Certification of Grants and Returns (Pages 1 - 7)**

Report of KPMG LLP

7. **External Audit Plan 2013/14 (Pages 8 - 32)**

Report of KPMG LLP

8. **External Audit Fee Letter 2014/15** (Pages 33 - 37)  
Letter from KPMG LLP
9. **Financial Regulations and Audit Committee's Terms of Reference** (Pages 38 - 45)  
Report of Chief Officer (Resources)
10. **Internal Audit Annual Report and Assurance Statement 2013/14** (Pages 46 - 58)  
Report of Internal Audit Manager
11. **Internal Audit Strategy and Risk Based Plan** (Pages 59 - 66)  
Report of Internal Audit Manager

## **ADMINISTRATIVE ARRANGEMENTS**

### **(i) Membership**

Councillors Malcolm Thomas (Chairman), Jon Barry, Geoff Knight, Richard Newman-Thompson, Elizabeth Scott, David Whitaker and Peter Williamson

### **(ii) Substitute Membership**

Councillors Roger Dennison, Tim Hamilton-Cox, Geoff Marsland, Sylvia Rogerson, Roger Sherlock and Susan Sykes

### **(iii) Queries regarding this Agenda**

Please contact Jane Glenton, Democratic Services - telephone (01524) 582068, or email [jglenton@lancaster.gov.uk](mailto:jglenton@lancaster.gov.uk).

### **(iv) Changes to Membership, substitutions or apologies**

Please contact Members' Secretary, telephone (01524) 582170, or email [memberservices@lancaster.gov.uk](mailto:memberservices@lancaster.gov.uk).

MARK CULLINAN,  
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