



Committee: AUDIT COMMITTEE
Date: WEDNESDAY, 17 JUNE 2015
Venue: MORECAMBE TOWN HALL
Time: 6.00 P.M.

A G E N D A

1. **Apologies for Absence**

2. **Appointment of Vice-Chairman**

To appoint a Vice-Chairman for the 2015/16 municipal year. (The Vice-Chairman must not be a member of Cabinet or Overview and Scrutiny.)

3. **Minutes**

Minutes of the meeting held on 21 January 2015 (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.

Matters for Decision

6. **External Auditors Certification of Claims and Returns - Annual Report 2013/14**
(Pages 1 - 4)

Report of KPMG LLP

7. **External Audit Plan 2014/15** (Pages 5 - 31)
Report of KPMG LLP
8. **External Audit Annual Audit Fee Letter 2015/16** (Pages 32 - 37)
Report of KPMG LLP
9. **Audit Committee Terms of Reference** (Pages 38 - 43)
Report of Internal Audit Manager
10. **Internal Audit Annual Report and Assurance Statement for 2014/15** (Pages 44 - 53)
Report of Internal Audit Manager
11. **Internal Audit Strategy and Risk Based Plan 2015/16** (Pages 54 - 62)
Report of Internal Audit Manager
12. **Internal Audit Monitoring Report** (Pages 63 - 64)
Report of Internal Audit Manager

ADMINISTRATIVE ARRANGEMENTS

(i) Membership

Councillors Matt Mann (Chairman), Brendan Hughes, Susan Sykes, Malcolm Thomas, David Whitaker, Anne Whitehead and Nicholas Wilkinson

(ii) Substitute Membership

Councillors Stuart Bateson, Colin Hartley, Roger Sherlock and Peter Williamson

(iii) Queries regarding this Agenda

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

(iv) Changes to Membership, substitutions or apologies

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

MARK CULLINAN,
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TOWN HALL,
DALTON SQUARE,
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