



COMMITTEE: **JOINT AUDIT AND STANDARDS COMMITTEE**

VENUE: **Council Chamber, Council Offices, Corks Lane, Hadleigh**

DATE/TIME: **Monday 10 November 2014 at 10.00 a.m.**

**Members**

**Babergh**

Dave Busby  
James Cartlidge  
Frank Lawrenson  
Robert Lindsay

Brian Riley  
Tony Roberts  
David Rose  
Len Young

**Mid Suffolk**

Gerard Brewster  
David Burn  
Stuart Gemmill  
Elizabeth Gibson-Harries

Patricia Godden  
Kathie Guthrie  
Duncan Macpherson  
Jane Storey

**PLEASE NOTE TIME AND VENUE OF MEETING**

**AGENDA**

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ITEM

BUSINESS

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The Council, members of the public and the press may record/film/photograph or broadcast this meeting when the public and the press are not lawfully excluded.

Any member of the public who attends a meeting and objects to being filmed should advise the Committee Clerk who will instruct that they are not included in the filming.

**PART I**

1 **SUBSTITUTES AND APOLOGIES**

Any Member attending as an approved substitute to report giving his/her name and the name of the Member being substituted.

2 **DECLARATION OF INTERESTS**

Members to declare any interests as appropriate in respect of items to be considered at this meeting.

3 **MINUTES**

To confirm and sign the Minutes of the meeting held on [1 September 2014](#) (attached) as a correct record.

4 **PETITIONS**

The Head of Corporate Organisation to report, in accordance with Council Procedure Rule No. 14, the receipt of any petitions submitted to the Chief Executive.

ITEM	BUSINESS
5	<p data-bbox="381 192 874 224"><u>QUESTIONS FROM THE PUBLIC</u></p> <p data-bbox="381 266 1449 405">The Chairmen of Committees to answer any questions from the public of which notice has been given no later than midday two clear working days before the day of the meeting in accordance with Council Procedure Rule No. 15.</p>
6	<p data-bbox="381 450 847 481"><u>QUESTIONS FROM MEMBERS</u></p> <p data-bbox="381 524 1449 703">The Chairman to answer any questions on matters in relation to which the Council has powers or duties or which affect the District and which fall within the terms of reference of the Committee of which due notice has been given in accordance with Council Procedure Rule No. 16.4 – (a) and (b).</p>
7	<p data-bbox="381 745 1286 777"><u>MID YEAR REPORT ON TREASURY MANAGEMENT 2014/15</u></p> <p data-bbox="381 819 1150 851">Report by the Head of Corporate Resources attached.</p>
<p data-bbox="150 819 248 884"><a href="#">Paper JAC38</a></p>	
8	<p data-bbox="381 927 1054 958"><u>INTERIM INTERNAL AUDIT REPORT 2014/15</u></p> <p data-bbox="381 1001 1179 1032">Report by the Head of Corporate Organisation attached.</p>
<p data-bbox="150 1001 248 1066"><a href="#">Paper JAC39</a></p>	
9	<p data-bbox="381 1108 1449 1173"><u>REFRESH WORKSHOP OF THE SIGNIFICANT BUSINESS RISK REGISTER</u></p> <p data-bbox="381 1216 1449 1355">The Head of Corporate Organisation to provide Members with an update of the half day refresh workshop held in August 2014 to review the current Significant Business Risk Register. The workshop was facilitated by Zurich and attended by Heads of Service or their representatives.</p> <p data-bbox="381 1397 1449 1576">The purpose of this workshop was to refresh the register that existed in order to create a more aligned version which promoted and supported each Council’s strategic priorities. A draft register has subsequently been created which links closely with the Strategic Priorities and Delivery Programme.</p> <p data-bbox="381 1619 1449 1798">A follow up workshop is to be held in order to confirm risk owners and determine the future reporting arrangements. Internal Audit are also supporting the Delivery Programme projects to identify and manage associated risks; these currently form part of the ‘Project Initiation Documents’.</p> <p data-bbox="381 1841 1449 1980">Once the follow up workshop has been held, Internal Audit will be in a position to update the joint Risk Management Strategy and present it to this Committee for approval. The Strategy will help support and embed risk management across both Councils.</p>

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ITEM

BUSINESS

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10 UPDATE ON COMPLIANCE WITH THE LOCALISM ACT 2011

[Paper  
JAC40](#)

Report by the Monitoring Officer attached.

11 STANDARDS MONITORING REPORT: DECLARATIONS OF INTERESTS/GIFTS AND HOSPITALITY (19 JUNE 2014 TO 31 OCTOBER 2014 / 22 MAY 2014 TO 31 OCTOBER)

[Paper  
JAC41](#)

Report by the Monitoring Officer attached.

12 COMPLAINTS MONITORING REPORT

[Paper  
JAC42](#)

Report by the Monitoring Officer attached.

13 WORK PLAN

[Paper  
JAC43](#)

Report by the Head of Corporate Organisation attached.

Note: The date of the next meeting is Monday 19 January 2015 (at Mid Suffolk).

For further information on any of the Part 1 items listed above, please contact Linda Sheppard on (01473) 826610 or via email at [committee.services@babergh.gov.uk](mailto:committee.services@babergh.gov.uk)