



Notice of meeting of a public meeting of the Audit & Governance Committee

- To:** Councillors N Barnes (Chair), Dew (Vice-Chair),
Cuthbertson, Fenton, Flinders, Kramm and Lisle
Mr Mendus and Mr Bateman
- Date:** Wednesday, 7 December 2016
- Time:** 5.30 pm
- Venue:** The Thornton Room - Ground Floor, West Offices (G039)

AGENDA

1. Declarations of Interest

At this point in the meeting, Members are asked to declare:

- any personal interests not included on the Register of Interests
- any prejudicial interests or
- any disclosable pecuniary interests

which they might have in respect of business on this agenda.

2. Minutes (Pages 1 - 12)

To approve and sign the minutes of the meeting of the Audit & Governance Committee held on 28 September 2016.

3. Public Participation

It is at this point in the meeting that members of the public who have registered their wish to speak can do so. The deadline for registering is by **5:00pm on Tuesday 6 December 2016.**

To register please contact the Democracy Officer for the meeting, on the details at the foot of this agenda.

Filming, Recording or Webcasting Meetings

Please note this meeting will be filmed and webcast and that includes any registered public speakers, who have given their permission. This broadcast can be viewed at:

<http://www.york.gov.uk/webcasts>.

Residents are welcome to photograph, film or record Councillors and Officers at all meetings open to the press and public. This includes the use of social media reporting, i.e. tweeting. Anyone wishing to film, record or take photos at any public meeting should contact the Democracy Officer (whose contact details are at the foot of this agenda) in advance of the meeting.

The Council's protocol on Webcasting, Filming & Recording of Meetings ensures that these practices are carried out in a manner both respectful to the conduct of the meeting and all those present. It can be viewed at:

http://www.york.gov.uk/download/downloads/id/11406/protocol_for_webcasting_filming_and_recording_of_council_meetings_20160809.pdf

4. Implementation of actions arising from the Internal Audit Report on Health and Safety (Pages 13 - 22)

This report responds to the specific issues identified in the Internal Audit Follow Up Report presented to this committee on 28 September 2016.

5. Sickness Absence Management Update Report (Pages 23 - 34)

This report responds to the specific issues identified in the Attendance Management (follow-up) memo dated 18th January 2016. It also outlines the wider actions and plans in place to manage sickness absence in the council, including the implementation of iTrent absence management, which is a recommendation of the audit. The report also provides an update on the Workplace Wellbeing Charter.

6. Information Governance and Freedom of Information Report (including information security) (Pages 35 - 48)

This report provides Members with an update on the following issues:

- information governance performance

- the new General Data Protection Regulation (GDPR)
- the Information Commissioners Office (ICO) data protection audit and recommendations
- compliance with the Local Government Transparency Code 2015 (LGTC 2015)
- the Health and Social Care Information Centre (HSCIC) Information Governance Toolkit (IG Toolkit) update
- information security checks

7. Appointment of External Auditors (Pages 49 - 66)

This report details the changes to the arrangements for appointing External Auditors following the end of the current transitional arrangements on completion of the 2017/18 audit and sets out the options for future appointment available to the Council.

8. Local Code of Corporate Governance (Pages 67 - 80)

This report provides a review of the Code of Corporate Governance following the updated framework and guidance notes issued jointly by the Chartered Institute of Public Finance and Accountancy (CIPFA) and the Society of Local Authority Chief Executives (SOLACE).

9. Scrutiny of Treasury Management Midyear Review and Prudential Indicators 2016/17 (Pages 81 - 98)

This paper presents the Treasury Management Mid Year Review and Prudential Indicators 2016/17 report which was considered by the Executive on 24 November 2016. The report provides an update on treasury management activity for the first six months of 2016/17.

10. Audit and Governance Committee Forward Plan to September 2017 (Pages 99 - 106)

This paper presents the future plan of reports expected to be presented to the committee during the forthcoming year to September 2017.

Members are asked to note that, as an additional meeting has been convened, some of the items that were due to be considered at this meeting (including the auditors' reports) have been deferred to the meeting on 20 December 2016.

Members are asked to identify any further items they wish to add to the Forward Plan.

11. Urgent Business

Any other business which the Chair considers urgent under the Local Government Act 1972.

Democracy Officer:

Name: Jayne Carr

Contact Details:

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Email – jayne.carr@york.gov.uk

For more information about any of the following please contact the Democratic Services Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports and
- For receiving reports in other formats

Contact details are set out above.

This information can be provided in your own language.

我們也用您們的語言提供這個信息 (Cantonese)

এই তথ্য আপনার নিজের ভাষায় দেয়া যেতে পারে। (Bengali)

Ta informacja może być dostarczona w twoim własnym języku. (Polish)

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

یہ معلومات آپ کی اپنی زبان (بولی) میں بھی میا کی جا سکتی ہیں۔ (Urdu)

 (01904) 551550