

# Agenda

Dorset County Council



---

Meeting: Audit and Governance Committee  
Time: 10.00 am  
Date: 13 March 2017  
Venue: Committee Room 2, County Hall, Colliton Park, Dorchester, Dorset, DT1 1XJ

---

Trevor Jones (Chairman)  
Mike Byatt  
Matt Hall  
Peter Wharf

Kate Wheller (Vice-Chairman)  
Andrew Cattaway  
David Harris

Pauline Batstone  
Lesley Dedman  
Peter Richardson

---

## Notes:

- The reports with this agenda are available at [www.dorsetforyou.com/countycommittees](http://www.dorsetforyou.com/countycommittees) then click on the link "minutes, agendas and reports". Reports are normally available on this website within two working days of the agenda being sent out.
- We can provide this agenda and the reports as audio tape, CD, large print, Braille, or alternative languages on request.
- **Public Participation**

Guidance on public participation at County Council meetings is available on request or at <http://www.dorsetforyou.com/374629>.

## Public Speaking

Members of the public can ask questions and make statements at the meeting. The closing date for us to receive questions is 10.00am on 8 March 2017, and statements by midday the day before the meeting.

---

**Debbie Ward**  
Chief Executive

Contact: Denise Hunt, Senior Democratic Services Officer  
County Hall, Dorchester, DT1 1XJ  
01305 224878 - [d.hunt@dorsetcc.gov.uk](mailto:d.hunt@dorsetcc.gov.uk)

Date of Publication:  
Friday, 3 March 2017

---

## 1. **Apologies for Absence**

To receive any apologies for absence.

## 2. **Code of Conduct**

Councillors are required to comply with the requirements of the Localism Act 2011 regarding disclosable pecuniary interests.

- Check if there is an item of business on this agenda in which the member or other relevant person has a disclosable pecuniary interest.
- Check that the interest has been notified to the Monitoring Officer (in writing) and entered in the Register (if not this must be done on the form available from the clerk within 28 days).
- Disclose the interest at the meeting (in accordance with the County Council's Code of Conduct) and in the absence of a dispensation to speak and/or vote, withdraw from any consideration of the item.

The Register of Interests is available on Dorsetforyou.com and the list of disclosable pecuniary interests is set out on the reverse of the form.

## 3. **Minutes**

5 - 10

To confirm and sign the minutes of the meeting held on 20 January 2017.

## 4. **Public Participation**

(a) Public Speaking

(b) Petitions

## 5. **Progress on Matters Raised at Previous Meetings**

11 - 14

To consider outstanding actions identified at the meeting held on 20 September 2016 and 20 January 2017.

## 6. **Annual Audit Letter 2015-16**

15 - 22

To consider a report by KPMG, the Council's External Auditor (attached).

## 7. **External Audit Plan 2016-17**

23 - 40

To consider a report by KPMG, the Council's External Auditor (attached).

## 8. **Update on the Property Rationalisation Programme**

41 - 54

To consider a report by the Director for Environment and the Economy (attached).

## 9. **Emerging Governance Arrangements in New Unitary Authorities**

55 - 62

To consider a report by the Head of Organisational Development (attached).

## 10. **Internal Audit Plan - 2017/18**

63 - 82

To consider a report by the Chief Financial Officer.

- |  |           |
|--|-----------|
| <b>11. Budget Monitoring Report - January 2017 (period 10)</b>   | 83 - 98   |
| To consider a report by the Chief Financial Officer (attached).  |           |
| <b>12. Draft Annual Governance Statement 2016/17</b>   | 99 - 102  |
| To consider a report by the Chief Executive (attached).  |           |
| <b>13. Review of Staff Code of Conduct</b>   | 103 - 116 |
| To consider a report by the Chief Executive that was previously considered by the Staffing Committee on 22 November 2016 (attached). |           |
| <b>14. Work Programme</b>  | 117 - 122 |
| To consider the Committee's current work programme.  |           |
| <b>15. Questions from County Councillors</b>   |           |
| To answer any questions received in writing by the Chief Executive by not later than 10.00am on 8 March 2017.                        |           |