

Bill Cullen MBA (ISM), BA(Hons) MRTPI
Chief Executive

Date: 14 June 2017



**Hinckley & Bosworth
Borough Council**

A Borough to be proud of

To: Members of the Audit Committee

Mr RG Allen (Chairman)
Mrs R Camamile
Mr DS Cope
Mrs L Hodgkins
Mr MR Lay
Mr KWP Lynch

Mr RB Roberts
Mr BE Sutton
Miss DM Taylor
Mr HG Williams
Ms AV Wright

Copy to all other Members of the Council

(other recipients for information)

Dear member,

There will be a meeting of the **AUDIT COMMITTEE** in the De Montfort Suite, Hinckley Hub on **THURSDAY, 22 JUNE 2017 at 6.30 pm** and your attendance is required.

The agenda for the meeting is set out overleaf.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R Owen'.

Rebecca Owen
Democratic Services Officer

AUDIT COMMITTEE - 22 JUNE 2017

A G E N D A

1. APOLOGIES AND SUBSTITUTIONS

2. MINUTES OF PREVIOUS MEETING (Pages 1 - 4)

To confirm the minutes of the previous meeting.

3. ADDITIONAL URGENT BUSINESS BY REASON OF SPECIAL CIRCUMSTANCES

To be advised of any additional items of business which the Chairman decides by reason of special circumstances shall be taken as matters of urgency at this meeting (to be taken at the end of the agenda)

4. DECLARATIONS OF INTEREST

To receive verbally from members any disclosures which they are required to make in accordance with the Council's code of conduct or in pursuance of Section 106 of the Local Government Finance Act 1992. **This is in addition to the need for such disclosure to be also given when the relevant matter is reached on the agenda.**

5. QUESTIONS

To hear any questions received in accordance with Council Procedure Rule 10.

6. INTERNAL AUDIT ANNUAL REPORT (Pages 5 - 20)

Report outlining internal audit work carried out for the year ended 31 March 2017.

7. INTERNAL AUDIT CHARTER (Pages 21 - 26)

The charter provides the framework for the conduct of the internal audit function.

8. DRAFT INTERNAL AUDIT PLAN (Pages 27 - 42)

Report setting out the risk assessment and internal audit plan.

9. INTERNAL AUDIT REPORT - DISABLED FACILITIES GRANTS (Pages 43 - 58)

Report reviewing the current system of controls and process in relation to disabled facilities grants.

10. INTERNAL AUDIT REPORT - ESTATES & ASSETS (Pages 59 - 86)

Review of the performance of significant capital projects.

11. INTERNAL AUDIT - INFORMATION AND CYBER SECURITY REVIEW (Pages 87 - 112)

Review of the council's current cyber security.

12. ERNST & YOUNG RESPONSE TO GLOBAL CYBER SECURITY INCIDENT (Pages 113 - 116)

Response from the external auditor to the global ransomware attack.

13. DRAFT FINANCIAL STATEMENTS (Pages 117 - 252)

Draft statement of accounts and annual governance statement for 2016/17.