

Members: Lee Baker, Sue Buller, Simon Coles, Dixie Darch, Hugh Davies, Caroline Ellis, Janet Lloyd, Steven Pugsley, Vivienne Stock-Williams, Terry Venner and Sarah Wakefield

Agenda

1. Appointment of Chair

2. Appointment of Vice Chair

3. Apologies

To receive any apologies for absence.

**4. Minutes of the previous meeting of the Audit,
Governance and Standards Committee**

To note the minutes of the previous meetings of the Taunton Deane Corporate Governance Committee held on 19 March 2019 (to follow), the West Somerset Audit Committee held on 19 March 2019 and the Shadow Corporate Governance and Standards Committee held on 18 March 2019.

(Pages 7 - 16)

5. Declarations of Interest

To receive and note any declarations of disclosable pecuniary or prejudicial or personal interests in respect of any matters included on the agenda for consideration at this meeting.

(The personal interests of Councillors and Clerks of Somerset County Council, Town or Parish Councils and other Local Authorities will automatically be recorded in the minutes.)

6. Public Participation

The Chair to advise the Committee of any items on which members of the public have requested to speak and advise those members of the public present of the details of the

Council's public participation scheme.

For those members of the public who have submitted any questions or statements, please note, a three minute time limit applies to each speaker and you will be asked to speak before Councillors debate the issue.

7. Chair's Announcements

8. Audit, Governance and Standards Committee Action Plan

To update the Audit, Governance and Standards Committee on the progress of resolutions and recommendations from previous meetings of the Committee.

9. Audit, Governance and Standards Committee Forward Plan

(Pages 17 - 18)

To receive items and review the Forward Plan.

10. Grant Thornton External Audit - Taunton Deane Borough Council Audit Progress Report and Sector Update 2018/19

(Pages 19 - 30)

The purpose of the report is to provide members with an update on the progress in delivering our responsibilities, as your external auditors, covering the financial statements audit, value for money and other relevant areas.

This report also includes a summary of emerging national issues and developments which may be relevant to the Council as well as a number of challenge questions in respect of these emerging issues which the committee may wish to consider.

11. Grant Thornton External Audit - West Somerset Council Audit Progress Report and Sector Update 2018/19

(Pages 31 - 42)

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This report also includes a summary of emerging national issues and developments which may be relevant to the Council as well as a number of challenge questions in respect of these emerging issues which the committee may wish to consider.

12. Grant Thornton External Audit - Audit Fees 2019/20

(Pages 43 - 48)

This report details the planned audit fee for external audit services in respect of the 2019/20 financial year.

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| <p>13. SWAP Internal Audit - Progress Report 2019/20</p> <p>The 2019-20 Annual Audit Plan is to provide independent and objective assurance on SWT Internal Control Environment. This work will support the Annual Governance Statement.</p> | <p>(Pages 49 - 66)</p> |
| <p>14. Taunton Deane Borough Council Treasury Management Outturn Report 2018/19</p> <p>The purpose of the report is to provide members with an update on the Treasury Management activity of Taunton Deane Borough Council and performance against the Prudential Indicators for 2018/19.</p> | <p>(Pages 67 - 84)</p> |
| <p>15. West Somerset Council Treasury Management Outturn Report 2018/19</p> <p>The purpose of the report is to provide members with an update on the Treasury Management activity of West Somerset Council and performance against the Prudential Indicators for 2018/19.</p> | <p>(Pages 85 - 100)</p> |
| <p>16. Code of Corporate Governance</p> <p>The purpose of the report is to present the Committee with the updated Code of Corporate Governance.</p> | <p>(Pages 101 - 116)</p> |
| <p>17. Constitution Report</p> <p>The purpose of the report was to update part of the Constitution.</p> | <p>(Pages 117 - 128)</p> |



JAMES HASSETT
CHIEF EXECUTIVE

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Members of the public are welcome to attend the meeting and listen to the discussions. There is time set aside at the beginning of most meetings to allow the public to ask questions. Speaking under "Public Question Time" is limited to 3 minutes per person in an overall period of 15 minutes. The Committee Administrator will keep a close watch on the time and the Chair will be responsible for ensuring the time permitted does not overrun. The speaker will be allowed to address the Committee once only and will not be allowed to participate further in any debate. Except at meetings of Full Council, where public participation will be restricted to Public Question Time only, if a member of the public wishes to address the Committee on any matter appearing on the agenda, the Chair will normally permit this to occur when that item is reached and before the Councillors begin to debate the item.

If an item on the agenda is contentious, with a large number of people attending the meeting, a representative should be nominated to present the views of a group. These arrangements do not apply to exempt (confidential) items on the agenda where any members of the press or public present will be asked to leave the Committee Room. Full Council, Executive, and Committee agendas, reports and minutes are available on our website: www.somersetwestandtaunton.gov.uk

The meeting room, including the Council Chamber at The Deane House are on the first floor and are fully accessible. Lift access to The John Meikle Room, is available from the main ground floor entrance at The Deane House. The Council Chamber at West Somerset House is on the ground floor and is fully accessible via a public entrance door. Toilet facilities, with wheelchair access, are available across both locations. An induction loop operates at both The Deane House and West Somerset House to enhance sound for anyone wearing a hearing aid or using a transmitter. For further information about the meeting, please contact the Governance and Democracy Team via email: governance@somersetwestandtaunton.gov.uk

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