



## **MINUTES OF A MEETING OF THE AUDIT AND GOVERNANCE COMMITTEE HELD ON 22nd SEPTEMBER 2011**

**PRESENT:** Councillor M Gant (Chair), Councillors R Cook

**Officers** John Wheatley (Deputy Chief Executive and Corporate Director (Resources)), Jane Hackett (Solicitor to the Council and Monitoring Officer), Stefan Garner (Deputy Director (Finance Exchequer and Revenues)) and Angela Struthers (Head of Internal Audit Services)

**Visitors** Audit Commission – John Gregory  
Joan Barnett

### **17 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors S Doyle, S Munn and P Seekings.

### **18 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 30<sup>th</sup> June 2011 were approved and signed as a correct record.

(Moved by Councillor R Cook and seconded by Councillor M Gant)

### **19 DECLARATIONS OF INTEREST**

None

### **20 ANNUAL STATEMENT OF ACCOUNTS & REPORT 2010/11**

The report of the Corporate Director Resources seeking approval of the Statement of Accounts for the financial year ended 31<sup>st</sup> March following completion of the external audit was considered.

**RESOLVED:** That:

1 Members endorsed the Annual Statement of Accounts

- 2010/11, and;  
2 The Management representations letter was endorsed.

## **21 ANNUAL GOVERNANCE REPORT**

The report of the Audit Commission was considered.

**RESOLVED:** That the Annual Governance report with the recommendations was endorsed.

## **22 LOCAL GOVERNMENT OMBUDSMAN'S ANNUAL REVIEW AND REPORT 2010/11**

The report of the Solicitor to the Council and Monitoring Officer seeking to advise the Committee of the views of the Local Government Ombudsman in relation to complaints against the Borough Council and proved an opportunity for members of the Committee to raise any issues they consider appropriate and consider appropriate the effectiveness of investigations relating to Tamworth Borough Council was considered.

**RESOLVED:** That:

- 1 The Annual Review Letter was endorsed, and;
- 2 The Annual Report was endorsed.

## **23 INTERNAL AUDIT CUSTOMER SATISFACTION SURVEY**

The report of the Head of Internal Audit Services reporting on the outcome of Internal Audit's Customer Satisfaction Survey –providing members with assurance of the ongoing effective operation of an internal audit function was considered.

**RESOLVED:** That the Committee endorsed the report.

## **24 INTERNAL AUDIT QUARTERLY REPORT 2011/12**

The report of the Head of Internal Audit Services reporting on the outcome of Internal Audit's review of the internal control, risk management and governance framework in the 1<sup>st</sup> quarter of 2011/12 – providing members with assurance of the ongoing effective operation of an internal audit function and enabling any particularly significant issues to be brought to the Committee's attention was considered.

**RESOLVED:** That the Committee endorsed the quarterly report.

**25 ANNUAL GOVERNANCE STATEMENT 2010/11 - UPDATE**

The report of the Head of Internal Audit Services seeking to advise the Committee of the current position regarding “significant and other governance issues” raised in the Authority’s Annual Governance Statement 2010/11 and providing an opportunity for members of the Committee to raise any issues they considered appropriate was considered.

**RESOLVED:** That the Committee endorsed the update on the “significant and other governance issues” from the 2010/11 Annual Governance Statement.

**26 CIPFA AUDIT BENCHMARKING CLUB 2010 RESULTS**

The report of the Head of Internal Audit Services providing the results of the Chartered Institute of public Finance and Accountancy Audit Benchmarking exercise completed detailing the actual figures for the financial year 2010/11 and the estimated figures for the financial year 2011/12 was considered.

**RESOLVED:** That the Committee endorsed the report.

**27 TWO PLACES WILL BE PROVISIONALLY BOOKED ON THE AUDIT COMMITTEE INSTITUTE LOCAL GOVERNMENT PROGRAMME ON 3 OCTOBER 2011**

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Chair