



MINUTES OF A MEETING OF THE AUDIT AND GOVERNANCE COMMITTEE HELD ON 29th MARCH 2012

PRESENT: Councillor M Gant (Chair), Councillors S Doyle, R Cook and P Seekings

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

Visitors James Cook (Audit Commission)
Joan Barnett (Audit Commission)

43 APOLOGIES FOR ABSENCE

None

44 MINUTES OF THE PREVIOUS MEETING

The Minutes of the Meeting held on 26 January 2012 were approved and signed as a correct record.

45 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

AGENDA ORDER CHANGED

It was agreed by the Committee that agenda item 5 be moved to the end of the agenda.

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

46 AUDIT PLAN - AUDIT 2011-12

The Report of the Audit Commission was considered.

RESOLVED: That the contents of the report be noted.

47 SELF ASSESSMENT - MEASURING THE EFFECTIVENESS OF THE AUDIT AND GOVERNANCE COMMITTEE

The Report of the Head of Internal Audit Services seeking to complete a self assessment of the effectiveness of the Audit & Governance Committee and produce an improvement action plan if required was considered.

RESOLVED: That the self assessment checklist at Appendix A was completed by Members in order to formulate an improvement plan as required.

48 INTERNAL AUDIT STRATEGY AND PLAN 2012-13

The Report of the Head of Internal Audit Services advising Members of the proposed Internal Audit Strategy and Plan for 2012-13 and providing members with assurance on the appropriate operation of Internal Audit was considered.

RESOLVED: That the Internal Audit Strategy and Plan 2012-13 be endorsed.

49 REGULATION OF INVESTIGATORY POWERS ACT 2000 QUARTERLY REPORT MARCH 2012

The Report of the Solicitor to the Council was considered.

RESOLVED: That the quarterly RIPA monitoring report be endorsed.

50 FINAL ACCOUNTS 2011/12 – ACTION PLAN

The Report of the Deputy Director Corporate Finance, Exchequer and Revenues providing an outline of the Corporate requirements that will need to be achieved in order to produce the Council's Annual Statement of Accounts for 2011/12 (including deadlines but not including detailed responsibilities) and to obtain Corporate commitment to the action plan was considered.

RESOLVED: That:

- 1 The target of 15 June 2012 for closure of the final accounts and production of a draft statement for 2011/12 be approved, and;
- 2 staffing resources be committed to the provision of

appropriate information and support in order to meet the published timescales and the Committee receive progress updates (if required), and;

- 3 the Statement be presented to the Audit & Governance Committee on or around 20 September 2012

The Committee as a whole thanked the contribution made to the Committee by Councillor Ron Cook who announced his retirement for the Council on Tuesday 26 March 2012.

Chair