



## **MINUTES OF A MEETING OF THE AUDIT AND GOVERNANCE COMMITTEE HELD ON 30th JUNE 2011**

**PRESENT:** Councillor M Gant (Chair), Councillors S Doyle, P Seekings,  
S Munn and 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 – James Cook

### **10 APOLOGIES FOR ABSENCE**

None

### **11 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 26<sup>th</sup> May 2011 were approved and signed as a correct record.

(Moved by Councillor S Munn and Seconded by Councillor R Cook)

### **12 DECLARATIONS OF INTEREST**

None

### **13 ANNUAL AUDIT FEE 2011/12 LETTER**

The Report of the Audit Commission was considered.

**Resolved:** That the contents of the report be endorsed and documented.

**14 ANNUAL GOVERNANCE STATEMENT & CODE OF CORPORATE GOVERNANCE**

The Report of the Head of Internal Audit Services informing Members of the Committee of the process followed in producing a Corporate Annual Governance Statement and revised code of Corporate Governance in accordance with statutory requirements, and to approve the proposed draft Statement and Code of Corporate Governance was considered.

**Resolved:**

**That:**

- a) The process followed was endorsed and the document setting out the current position within the Authority on the various sources of assurance and evidence was approved, and;
- b) The proposed Annual Governance Statement be agreed by the Committee as appropriate for presentation to the external auditor and for inclusion in the Annual Statement of Accounts, and;
- c) The proposed Code of Corporate Governance was agreed, and;
- d) A report in September will be made to the Committee on the progress of the Governance Action Implementation Plan

**15 DRAFT ACCOUNTING POLICIES 2010/11**

The Report of The Deputy Director Corporate Finance, Exchequer & Revenues seeking to approve the draft accounting policies adopted for the production of the 2010/11 Statement of Accounts was Considered.

**Resolved**

**That:**

the draft Accounting Policies for the 2010/11 Statement of Accounts, detailed at Appendix 1 was endorsed.

**16 REGULATION OF INVESTIGATORY POWERS ACT 2000**

The report of the Solicitor to the Council and Monitoring Officer was considered.

**Resolved**

**That:**

the quarterly RIPA monitoring report was endorsed.

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Chair