



## **MINUTES OF A MEETING OF THE AUDIT AND GOVERNANCE COMMITTEE HELD ON 26th JANUARY 2012**

**PRESENT:** Councillor M Gant (Chair), Councillors S Doyle 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	James Cook (Audit Commission) Joan Barnett (Audit Commission)

### **34 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor P Seekings.

### **35 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 27 October 2012 were approved and signed as a correct record.

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

### **36 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

### **37 REGULATION OF INVESTIGATORY POWERS ACT 2000**

The Report of the Solicitor to the Council and Monitoring Officer informing members of the surveillance carried out under the Regulation of Investigatory Powers Act 2000 was considered.

**RESOLVED:** That the quarterly RIPA monitoring report be endorsed.

### **38 ANNUAL AUDIT LETTER AUDIT 2010/11**

The Report of the Audit Commission was considered.

**RESOLVED:** That the contents of the report be endorsed.

**39 CERTIFICATION OF CLAIMS AND RETURNS - ANNUAL REPORT AUDIT 2010/11**

The Report of the Audit Commission was considered.

**RESOLVED:** That the contents of the report be endorsed.

**40 VIREMENTS UPDATE 2011/12**

The Report of the Deputy Director Corporate Finance, Exchequer & Revenues advising Members of the higher level virements processed during the first half of the 2011/12 financial year was considered.

**RESOLVED:** That the contents of the report be endorsed.

**41 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 3<sup>rd</sup> quarter of 2011/12 – to provide members with assurance of the ongoing effective operation of an internal audit function and enable any particularly significant issues to be brought to the Committee's attention was considered.

**RESOLVED:** That the Committee considered and endorsed in Internal Audit Review and the assurance of an ongoing effective operation of the internal audit function.

**42 RISK MANAGEMENT REPORT 2011/12**

The Report of the Head of Internal Audit Services reporting on the Risk Management process and progress to date for the current financial year was considered.

**RESOLVED:** That the Committee considered and endorsed the Risk Management Process and the progress made to date for the current financial year.

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Chair