

MINUTES OF A MEETING OF THE AUDIT & GOVERNANCE COMMITTEE

HELD ON 31st MARCH 2011

PRESENT: Councillors – Mrs M Gant (Chair), R Cook, J Faulkner, and S Nicklin

Officers – John Wheatley, Corporate Director Resources; Stefan Garner, Deputy Director Corporate Finance, Exchequer and Revenues; Jane Hackett, Solicitor to the Council and Monitoring Officer; Angela Struthers, Head of Internal Audit Services and Lara Allman, Democratic and Elections Services Assistant.

Visitors - Audit Commission – Joan Barnett
James Cook

547 APOLOGIES

Councillor S Munn

548 MINUTES

The minutes of the meeting held on 17th February 2011 were approved and signed as a correct record.

549 DECLARATIONS OF INTEREST

There were no declarations of interest.

550 OPINION AUDIT PLAN 2010/11

The Report of the Audit Commission was considered.

Resolved That the contents of the Report be endorsed.

551 CHANGES TO FINANCIAL GUIDANCE

The Report of the Head of Internal Audit Service seeking Member approval of the recently reviewed Financial Guidance which forms an important part of the Council's regulatory framework, and to provide an opportunity for members of the Committee to raise any issues they consider appropriate on the subject was considered.

Resolved: That:

- 1) The amendment of job titles to show the current structure be approved;
- 2) The updates to the Treasury Management and Prudential Code be approved;
- 3) Authorisation of virements extended to Heads of Service (as Budget Holders) and the level of virement from £25,000 to £30,000 and the ability for Directors to authorise virements across budgets within service areas and between Directorates up to £30,000, The Corporate Director – Resources to authorise virements up to £50,000 in line with the Constitution be authorised;
- 4) All leases, rentals or agreements involving the use of assets to or from the Authority are to be notified to the Corporate – Resources Leases to be signed by the Corporate Director – Resources;
- 5) The changes to the Procurement and Contracts section to include the changes to the procurement requirement values be approved;
- 6) The new sections on Voluntary & Community Sector Commissioning Framework and Data Quality be approved.

552 INTERNAL AUDIT STRATEGY AND PLAN 2011-2012

The Report of the Internal Audit Services advising Members of the proposed Internal Audit Strategy and Plan for 2011-12, to provide members with assurance on the appropriate operation of Internal Audit was considered.

Resolved That the Committee considered the Internal Audit Strategy and Plan 2011-12.

553 SCHEME OF DELEGATION

The Report of the Solicitor to the Council and Monitoring Officer seeking the Committee's comments and endorsement to the proposed draft Officer Scheme of Delegation was considered.

Resolved That the Scheme of Delegation be adopted following Full Council in May 2011.

554 REGULATION OF INVESTIGATORY POWERS ACT 2000

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

Resolved That the Committee endorsed the quarterly RIPA monitoring report.

555 FINAL ACCOUNTS 2010/11 – 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 2010/11 (including deadlines but not including detailed responsibilities) and to obtain Corporate commitment to the action plan was considered.

Resolved: That:

- 1) the target of 10th June 2011 for closure of the final accounts and production of a draft statement for 2010/11 be approved;
- 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);
- 3) the Statement be presented to the Audit & Governance Committee on or around 22nd September 2011 (or the contingency date of 29th September 2011

556 Treasury Management Strategy

The Report of the Corporate Director Resources seeking to review the Treasury Management Strategy and Policies approved by Council on 22nd February 2011 was considered.

Resolved That the Committee endorsed the Treasury Management Strategy Report.

557 Audit & Governance Committee Self Assessment 2011

The Audit & Governance Committee Self Assessment 2011 was endorsed.

Chair
26th May 2011

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