
AUDIT COMMITTEE
MINUTES OF THE MEETING HELD ON 23 JUNE 2010

Present:

Councillors Ball, Bogle, Daunt, Sollitt, Wells and Parnell

Apologies

Councillors Fuller and Letts

Also in attendance:

Mike Bowers, Audit Commission

Kate Handy, District Audit

1. **APOLOGIES AND CHANGES IN MEMBERSHIP**

Apologies were received from Councillor Fuller. The Panel noted that in accordance with the provisions of Procedure Rules 4.3 and 4.4 Councillor Parnell replaced Councillor Fuller, for the purposes of this meeting.

2. **APPOINTMENT OF VICE-CHAIR**

RESOLVED that Councillor Bogle be appointed as Vice-Chair for the 2010/11 Municipal Year.

3. **MINUTES OF THE PREVIOUS MEETING (INCLUDING MATTERS ARISING)**

RESOLVED that the minutes of the meeting held on 18th March 2010 be approved and signed as a correct record. (Copy of the minutes circulated with the agenda and appended to the signed minutes).

4. **STATEMENT FROM THE CHAIR**

The Chair stated that Carolyn Williamson, Executive Director for Resources was leaving the Council and thanked her for all her hard work and that she had made an immense difference to the Committee.

5. **CHAIR'S ANNUAL REPORT ON AUDIT COMMITTEE 2009/10**

The Committee received and noted the report of the Chair of the Audit Committee 2009/10 detailing the Chair's Annual report. (Copy of the report circulated with the agenda and appended to the signed minutes).

6. **STATEMENT OF ACCOUNTS 2009/10**

The Committee considered the report of the Executive Director of Resources seeking the Committee's approval of the Statement of Accounts 2009/10. (Copy of the report circulated with the agenda and appended to the signed minutes).

RESOLVED that the Committee recommend to the Standards and Governance Committee that the 2009/10 Statement of Accounts be approved.

7. **AUDIT COMMISSION: AUDIT AND INSPECTION PLAN PROGRESS REPORT**

The Committee received and noted the report of the Chief Internal Auditor updating the Committee on the progress of the Audit and Inspection Plan and the Audit Opinion Plan. (Copy of the report circulated with the agenda and appended to the signed minutes).

8. **REVIEW OF EFFECTIVENESS OF THE SYSTEM OF INTERNAL AUDIT**

The Committee received and noted the report of the Chief Internal Auditor detailing the effectiveness of the system of internal audit. (Copy of the report circulated with the agenda and appended to the signed minutes).

9. **CHIEF INTERNAL AUDITOR'S ANNUAL REPORT AND OPINION 2009/10**

The Committee received and noted the report of the Chief Internal Auditor detailing the Chief Internal Auditor's Annual Report and Opinion for 2009/10. (Copy of the report circulated with the agenda and appended to the signed minutes).

10. **ANNUAL GOVERNANCE STATEMENT 2009-10**

The Committee considered the report of the Executive Director of Resources requesting that the Committee review and approves the draft Annual Governance Statement and recommends its acceptance to the Standards and Governance Committee prior to signing. (Copy of the report circulated with the agenda and appended to the signed minutes).

RESOLVED that the draft Annual Governance Statement 2009-10 be approved and recommended to the Standards and Governance Committee for approval.

11. **RISK MANAGEMENT ACTION PLAN AND REVIEW OF STRATEGY**

The Committee considered the report of the Executive Director of Resources requesting that the Committee notes and approves the Risk Management Action Plan for 2010/11 and notes the Risk Management Action Plan 2009-10: Status Report. (Copy of the report circulated with the agenda and appended to the signed minutes).

RESOLVED

- (i) that the Risk Management Action Plan for 2010-11 be approved;
- (ii) that the Committee note the Risk Management Action Plan 2009-10: Status Report.

12. **AUDIT COMMISSION: ANNUAL AUDIT FEE 2010/11**

The Committee received and noted the Chief Internal Auditor's report detailing the content of the Audit Commission's Annual audit fee letters for 2010/11. (Copy of the report circulated with the agenda and appended to the signed minutes).

13. **INTERNAL AUDIT STATUS OF WORK**

The Committee received and noted the report of the Chief Internal Auditor providing a written status report to the Audit Committee for the period ending 20th May 2010. (Copy of the report circulated with the agenda and appended to the signed minutes).