AUDIT COMMITTEE

19 May 2009

PRESENT:

Councillors Lewin (Chairman), Finn (Vice-Chairman), Cox, Jackson and Wilks.

Mr M. Burns and Mr R Tingle.

Officers in attendance – Nina Dawes, Jane Kitchen, Bal Nahal, Joy Ordidge, Ruth Plant, Helen Sylvester and Rita Wilson.

Also Present – Bob Brittlebank, Clive Mitchell and Grant Paterson (Audit Commission)

The Chairman welcomed Councillor Wilks as a new member of the Committee.

14 DECLARATIONS OF INTEREST:

There were no declarations of interest declared.

15 MINUTES:

The Minutes of the Meeting held on 31 March 2009, as printed and previously circulated, were taken as read, approved as a correct record and signed by the Chairman.

16 ANNUAL AUDIT AND INSPECTION LETTER:

Mr Bob Brittlebank of the Audit Commission gave a brief summary of the Annual Audit and Inspection Letter. Members commented that it was a positive report.

> **RESOLVED:** That the Annual Audit and Inspection Letter be noted.

17 DISTRICT AUDIT – AUDIT FEE AND INSPECTION FEE LETTERS / UPDATE:

Mr Grant Patterson of the Audit Commission informed Members of the audit work that was proposed to be undertaken for the 2009/10 financial year together with the fee which showed a reduction on the previous year's fee. Members were also informed of the annual inspection fee for 2009/10. Mr Patterson updated members on the external audit progress to date.

> **RESOLVED:** That members note the Annual Audit Fee 2009/10 and the Annual Inspection Fee 2009/10.

18 UPDATE ON PROGRESS MADE IN RELATION TO IMPLEMENTING EXTERNAL AUDIT RECOMMENDATIONS:

Members considered a report on the progress made in implementing the various recommendations made by the external auditors and inspectors

RESOLVED: That the report be noted.

19 ANTI-FRAUD & CORRUPTION POLICY, MONEY LAUNDERING POLICY AND UPDATE ON FRAUD AWARENESS WITHIN THE COUNCIL:

Consideration was given to a report on the revised Anti-Fraud & Corruption Policy and the revised Money Laundering Policy together with the progress being made on raising fraud awareness within the Council.

RESOLVED: (1) That the revised Anti-Fraud & Corruption Policy be approved, subject to the amendment raised during the meeting.

(2) That the revised Money Laundering Policy be approved.

(3) That Members note the progress being made on raising fraud awareness within the Council.

(4) That the role of the Director of Finance, Revenues & Benefits, as Counter Fraud Champion for the Council be noted.

20 ANNUAL REVIEW OF THE EFFECTIVENESS OF THE SYSTEM OF INTERNAL AUDIT:

Members considered a report on the Annual Review of the Effectiveness of the System of Internal Audit.

RESOLVED: That the contents of the report be noted.

21 ANNUAL REVIEW OF THE EFFECTIVENESS OF THE AUDIT COMMITTEE – ACTION PLAN:

Consideration was given to the Action Plan – Audit Committee Effectiveness.

RESOLVED: That the responses to the issues raised be noted.

22 ANNUAL REVIEW OF THE TERMS OF REFERENCE FOR THE AUDIT COMMITTEE:

Members considered a report on the Annual Review of the Terms of Reference for the Audit Committee.

RESOLVED: That the terms of reference be amended to read :

"To receive, review and approve, but not direct, the annual internal audit plan, charter and strategy."

"To receive, review and approve, but not direct, the annual external audit plan."

23 WORK PROGRAMME:

Members considered the Work Programme and requested that the Statement of Accounts be the first item on the Agenda at the June Committee.

RESOLVED: That the Work Programme be noted.

(The Meeting closed at 7.50 pm)

CHAIRMAN