

AUDIT COMMITTEE

MINUTES OF MEETING HELD ON 25 OCTOBER 2012

Present: Mr Michael Bonner (Independent Chair)

Councillors Yvonne Clarkson; Peter Connolly; David Riley Graham Sunderland; Carole Woodman

Apologies for absence were received from Councillors Joan Hully and Doug Wilson;

Councillor John Bowman also attended the meeting.

Officers: Darienne Law Head of Corporate Resources; Keith Parker, Head of Neighbourhoods; Tim Capper, Democratic Services Manager; Peter Usher..... Wendy Halbert, Principal Auditor; Denise James, Member Services Officer
Kate Dowle, Fraud Prevention Team Leader; Agenda Item 9
Penny Mell, Head of Policy and Transformation, Agenda Items 8 - 11
Julie Betteridge Head of Development Strategy – Agenda Items 11 - 12

Also in attendance: Richard McGahon, Audit Commission

AU 34 Minutes

RESOLVED – That subject to a) Minute AU 22 being amended to 2 August 2012; and
b) Minute AU 26 being amended to Audit Commission Annual Governance Statement the minutes of the meeting held on 2 August 2012 be signed by the Chairman as a correct record.

AU 35 Declarations of Interest

Councillors Yvonne Clarkson declared a Non Disclosable Pecuniary Interest in issues relating to the Arts due to being on the Board of Rosehill Theatre.

AU 36 Arrangement of the Agenda

RESOLVED – That an update on Governance issues be received as Agenda Item 8(a)

AU 37 Dispensations – Proposals for further Delegation

Consideration was given to proposals to recommend to Council to grant dispensations to Members to the Monitoring officer in certain circumstances.

RESOLVED – That Council be recommended that the Monitoring Officer be delegated authority to grant dispensations to Members to participate in discussions or voting, or both, at meetings where they would be otherwise unable to do so due to a Disclosable Pecuniary Interest, in circumstances set out in categories (i) and (iv) in para 2.1 only, and subject to any such dispensations being reported to the next meeting of Audit and Governance Committee

AU 38 **Involvement of Parishes in Local Determination of Complaints**

Consideration was given to a report recommending to Council an amendment to the arrangements for determining allegations of breaches of the Code of Conduct, in cases where the member who is the subject of the allegation is a town or parish council member.

RESOLVED – That Council be recommended to approve that the arrangements for assessment and determination of complaints be amended as shown in Appendix “B” of the report to provide for consultation with parish representatives in cases where a complaint has been made about a Parish or Town Councillor.

AU 39 **Investigation of Complaints – Investigations and Hearings Procedure**

Consideration was given to a report setting out a proposed detailed procedure for investigations and hearings into complaints. During consideration of this item it was further recommended that a reserve of 10k be set up to cover anticipated costs and this be reviewed annually.

RESOLVED - That a) the proposed procedure be agreed; and

b) Executive be recommended to approve that a reserve of £10K be set up as part of the review to cover anticipated costs and this be reviewed annually.

AU 40 **Governance Update**

RESOLVED – That it be noted that

- a) there were no outstanding cases to report;
- b) 2 independent people had now been appointed with 1 vacancy remaining and training was to be arranged with the Chairman, Chief Executive and Monitoring Officer.

AU 41 **2nd Quarter Fraud Monitoring Report**

The Committee considered a report summarising trends in casework on fraud referrals in the second quarter of 2012/13.

RESOLVED – that the report be noted.

AU 42 Audit Monitoring Report 2nd Quarter 2012/13

(Note Councillor David Riley left the meeting during consideration of this item)

The Committee considered a report on work carried out by Internal Audit in the Second quarter of 2012/13.

RESOLVED – That the report be noted.

AU 43 Strategic Risk Register

Consideration was given to the Councils Strategic Risk Register which describes the Council’s identified corporate and strategic risks and controls.

RESOLVED – That the Strategic Risk Register be noted and Agreed.

(Note Councillor Yvonne Clarkson left the meeting following consideration of this item)

AU 44 Partnership Review

Consideration was given to a report setting out the current strategic partnerships with corporate significance and highlighting those partnerships which link to the strategic risk register and require regular monitoring due to the finance, governance implications statutory or risk scores.

RESOLVED – That the report be received and noted.

AU 45 Annual Letter 2011/12

Prior to consideration of this item the Auditor gave an update of the transition with Grant Thornton.

RESOLVED – That that the Annual Audit Letter summarising the 2011/13 Audit of Accounts was received and noted.

The meeting closed at 12.25pm

Chairman

Date