

Audit Committee – 2 December 2009

Minutes of the meeting of the **Audit Committee** held on **2 December 2009** when there were present:-

Chairman: Cllr Mrs J A Mockford
Vice-Chairman: Cllr J P Cottis

Cllr Mrs J Dillnutt
Cllr S P Smith

Cllr D G Stansby

APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Mrs L A Butcher, T Livings, J R F Mason and M J Steptoe.

OFFICERS PRESENT

Y Woodward	-	Head of Finance, Audit and Performance Management
T Metcalf	-	Audit and Performance Manager
M Power	-	Committee Administrator

310 MINUTES

The Minutes of the meeting held on 30 September were approved as a correct record and signed by the Chairman.

311 ANNUAL AUDIT PLAN PROGRESS REPORT

The Committee considered the report of the Head of Finance, Audit and Performance Management, which provided Members with the opportunity to monitor the progress of the Internal Audit Plan for 2009/10.

Resolved

That the progress be noted and changes to the 2009/10 Audit Plan be agreed.

312 PKF ANNUAL GOVERNANCE REPORT 2008/09 UPDATE OF RECOMMENDATIONS

The Committee considered the report of the Head of Finance, Audit and Performance Management drawing Members' attention to the progress in implementing the recommendations from the 'Annual Governance Report 2008/09'.

In response to Member questions, the following was noted:-

- Good progress is being made towards enabling the 2009/10 accounts to be prepared from the Financial Computer System (Dimensions). However, as a contingency, officers are also preparing the manual spreadsheets that have been used in previous years.

- The Council's external auditors, PKF, make recommendations, which are submitted to the Head of Finance, Audit and Performance Management who identifies the most appropriate person in the Council to respond to the recommendation. If the recommendation from PKF is not accepted by the Head of Finance, Audit and Performance Management and no agreement can be reached, the issue would be included in PKF's Annual Governance report that goes to the Council's September meeting for Member consideration.

Resolved

That the monitoring sheets for the External Audit recommendations be agreed.

313 DATA QUALITY PROGRESS REPORT

The Committee considered the report of the Head of Finance, Audit and Performance Management, which provided an update on the progress being made against the Council's Data Quality Strategy and Action Plans.

Resolved

That the findings of the Council's Internal Audit of the 2008/09 performance data be noted and accepted.

314 IMPLEMENTATION OF INTERNATIONAL REPORTING STANDARDS

The Committee considered the report of the Head of Finance, Audit and Performance Management informing Members of the timetable for compliance with International Financial Reporting Standards (IFRS) and the implications for the Council.

Resolved

That the report and arrangements that this Council is making for the implementation of the change in IFRS Financial Reporting be noted.

EXCLUSION OF THE PRESS AND PUBLIC

Resolved

That the press and public be excluded from the meeting for the remaining item of business on the grounds that exempt information as disclosed in paragraph 3 of Part 1 of the Local Government Act 1972 would be disclosed.

315 AUDIT REPORT

The Committee considered the report of the Head of Finance, Audit and Performance Management drawing Members' attention to completed audit projects and providing an update of audit recommendations.

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In response to a Member question, officers advised that the Council's new IT policy had not yet been issued to all staff. It would be investigated as to whether Councillors would be asked to sign an IT user policy in the same way that Council staff are.

Resolved

- (1) That the conclusions and results from the Audit in Appendix 1 be agreed.
- (2) That the updated information on the audit recommendations, outlined in Appendix 2, be agreed.

The meeting closed at 7.59 pm.

Chairman

Date

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