

**AUDIT COMMITTEE  
22 MARCH 2010**

Present: Councillors Armstrong (in the Chair), Beaver (as the duly appointed substitute for Councillor Pragnell), Chowney and Silverson.

Apologies for absence were received from Councillors Pragnell and Springthorpe. Apologies for lateness were received from Councillor Stevens.

**24. MINUTES**

**RESOLVED** – that the minutes of the meeting held on 27 January 2010 be approved and signed by the Chair as a true record.

**25. DECLARATIONS OF INTEREST**

There were no declarations of interest made at the meeting.

**26. WORKFORCE PLANNING**

The Head of People & Organisational Development submitted a report to inform the Committee of the timelines / actions for the completion of a refreshed workforce plan for 2009-2012. Members sought clarification on the report.

**RESOLVED** – that the contents of the report be noted.

**27. INTERNAL AUDIT STRATEGY**

The Chief Auditor presented his report on the Internal Audit Strategy.

The Committee discussed this report in detail. Members requested a small number of wording amendments. The Chief Auditor agreed to amend the report.

**RESOLVED** – that the Internal Audit Strategy amended as suggested be approved.

**28. INTERNAL AUDIT PLAN 2010-11**

The Chief Auditor presented his report on the Annual Audit Plan 2009/10 and answered questions from members. During discussion members requested that in future years, there be submission of further documented information on the purpose and outcome of the assignments listed within the report and how the audit plan relates to the strategy.

**AUDIT COMMITTEE  
22 MARCH 2010**

The Chief Auditor agreed to append a narrative on purpose and outcome to the report in future.

**RESOLVED** – that the Internal Audit Plan 2010-11 be approved and that the Terms of Reference for the Ethical Governance Audit be submitted to Committee prior to the audit commencing.

**29. GRANT CLAIM CERTIFICATION FOR THE YEAR ENDED 31 MARCH 2009**

The Head of Financial Services presented his report on the work associated with the certification of grant claims. The report outlined a number of recommendations and referred to the impact on fees and the requirement for a qualified report following a grant claim.

**RESOLVED** – that the contents of the External Auditors' report be noted.

**30. AUDIT OF ACCOUNTS 2008/09 – CHANGE TO FINAL AUDIT FEE**

The Chief Auditor presented a report regarding the revised fee for the audit of the 2008/9 accounts. The report detailed the reasons for the increase of the final audit fee.

**RESOLVED** – that the contents of the letter be noted.

(The Chair declared the meeting closed at 6.45 pm)