



SUMMARY OF DECISIONS

Audit Committee – Monday 14 December 2009

THE AGENDA ITEMS REFERRED TO IN THIS NOTICE OF DECISIONS MAY BE INSPECTED AT THE RECEPTION OF THE BOROUGH COUNCIL OFFICES, DANESHILL HOUSE. COPIES MAY BE OBTAINED FROM THE COMMITTEE SERVICES SECTION 01438 242992.

Item No.	Title	Decision	Department to take action	Responsible Officer
<p>Members Present: Councillors R Raynor (Chair), J Gardner (Vice Chair), B Clark, J Hollywell and M Notley (from 6:15pm) Independent Member: Brian Mitchell Also in Attendance: Councillor Mrs J Lloyd and Justin Collings (Grant Thornton)</p>				
1.	Apologies for Absence and Declarations of Interest	There were apologies or declarations.	Constitutional Services	J Cansick Ext 2216
2.	Minutes – Audit Committee 22 September 2009	<p>The Chair reported that he had agreed that the requested report on the Members' Allowances Scheme would be submitted to the June 2010 meeting of the Committee, after the new system of recording expenses had been in operation for at least six months.</p> <p>It was RESOLVED that the Minutes of the meeting held on 22 September 2009 be approved as a correct record and signed by the Chair.</p>	Constitutional Services	J Cansick Ext 2216
3.	Internal Audit Progress Report	<p>It was RESOLVED:</p> <ol style="list-style-type: none"> 1. That the Internal Audit quarterly report as at 30 November 2009 be noted and the amendments to the Audit Plan be approved. 2. That an update report on the Car Parking audit be circulated to Members of the Committee as soon as the findings had been agreed with the relevant managers. 	Internal Audit	G Bains Ext 2426

Item No.	Title	Decision	Department to take action	Responsible Officer
4.	External Audit Use Of Resources Report 2009	It was RESOLVED : 1. That the Use of Resources Report (Appendix One) be noted. 2. That the Action Plan (Appendix A , Use of Resources Report) agreed with the Council be noted.	Internal Audit	C Fletcher Ext 2933
5.	The Annual Audit Letter 2008/09	It was RESOLVED : 1. That the Annual Audit Letter for 2008/09 be agreed subject to the addition to the first bullet point of section 1.9 'Key Areas for Council Action' of an acknowledgement that the Council is aware of these challenges and is actively pursuing additional efficiencies to ensure that a robust and balanced medium term financial strategy is in place. 2. That the Strategic Director (Resources) addresses the actions contained within the letter.	Internal Audit	S Crudgington Ext 2185
6.	Revision To Contract Standing Orders	It was RESOLVED that the Audit Committee approve the revised Contract Standing Orders for recommendation to Council subject to the inclusion of a glossary of all acronyms used in the document.	Procurement Constitutional Services	Z Harriss Ext 2083 J Cansick Ext 2216
7.	Urgent Part I Business	None.		
8.	Exclusion of the Press and Public	Agreed.		

Item No.	Title	Decision	Department to take action	Responsible Officer
PART II				
9.	Strategic Risk Register Quarter 2 2009/10	It was RESOLVED : 1. That the Quarter 2 2009/10 Strategic Risk Register (as set out at Appendices A1-A5) be noted. 2. That the progress in developing the Council's risk arrangements be noted. 3. That the column titles in the revised Risk Register template be amended to replace the word 'control' or 'controls' with 'mitigation'.	Resources	M Simpson Ext 2429
10.	Urgent Part II Business	None.		