

**MINUTES of the meeting of Audit and Corporate Governance Committee held at Council Chamber, Brockington, 35 Hafod Road, Hereford. on Friday, 13th April, 2007 at 10.00 a.m.**

**Present:** Councillor A.C.R.Chappell (Chairman)

**Councillors:** PA Andrews and SJ Robertson

**In attendance:** Councillor R. M. Wilson Cabinet Member (Resources).

**31. MINUTES**

**RESOLVED:** That the Minutes of the meeting held on the 19th January, 2007 be approved as a correct record and signed by the Chairman.

**32. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors H.Bramer, J.G.Jarvis and R.I.Matthews.

**33. NAMED SUBSTITUTES(IF ANY)**

There were no named substitutes made.

**34. DECLARATIONS OF INTEREST**

There were no declarations of interest made.

**35. COMPLETION OF ACCOUNTS FOR 2006/07**

The Head of Financial Services presented a report which informed the Committee about the 2006/07 closedown arrangements and how the presentation of this years accounts would vary from the way in which they had been presented in 2005/06.

The Committee was further informed that it is the Government's intention to bring consistency to the way in which all public sector accounts are presented with a view to standardising their content and format.

**RESOLVED:** That the report be endorsed and noted.

**36. AUDIT STRATEGY 2007/08**

The Audit Services Manager presented the 2007/08 Audit Strategy for approval.

The Audit Services Manager drew attention to the internal Control Audit Opinion Matrix referred to in paragraph 15 to Appendix 1 of the report, and the way in which Overall Control Opinion would in future, form part of the Audit Assurance report.

**Resolved:** That the Audit Strategy for 2007/08 be approved.

**37. AUDIT PLAN 2007/08**

The Audit Services Manager presented a report which advised on the process adopted to develop the Annual Plan for 2007/08. The Committee noted that the report highlighted how the Council will comply with Standing Orders and Financial Regulations.

It was also noted that 'Members Expenses etc' referred to under the heading 'Anti Fraud ' should be placed under the heading 'Non-Fundamental Systems'.

**Resolved: That the Audit plan for 2007/08 be adopted.**

**38. AUDIT SERVICES UPDATED INTERIM ASSURANCE REPORT NO 2**

The Audit Services Manager presented a report which updated and advised the Committee on work status and key control issues which are in compliance with good practice as set out in the Chartered Institute of Public Finance and Accountancy Code of Practice for Internal Audit in the United Kingdom.

**Resolved: That the report be noted.**

**39. PROGRESS ON THE COUNCIL'S 2006/07 STATEMENT OF INTERNAL CONTROL**

The Audit Services Manager presented a report which updated the Committee on the progress being made in relation to the completion of the Council's Statement of Internal Control. The Committee noted that a further report would be submitted to the 29<sup>th</sup> June, 2007 meeting of this Committee to recommend that the Statement of Internal Control be signed off.

**Resolved: That the report be noted.**

**40. USE OF RESOURCES ACTION PLAN**

The Audit Services Manager presented a report which set out in detail the Use of resources Action Plan for 2006/07 and which highlighted specific actions to be taken by appropriate officers with timescales.

**Resolved: That the report be noted.**

The meeting ended at 10.30 a.m.

**CHAIRMAN**

Chairman.....