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**To: Councillors Sylvia Hobbs, Barbara Jenney, David Read, Robin Underwood, Peter Wathen and Colin Wright.**

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**Please ask for**  
Paul Smith

**Direct Dial**  
01832 742175

**Date:**  
14 March 2014

Dear Councillor,

A meeting of the **Governance and Audit Committee** will be held in **the Council Chamber**, East Northamptonshire House, Cedar Drive, Thrapston, on **Monday 24 March 2014** at 7.30pm.

*Prior to the meeting, a briefing/training session will take place for Members providing an overview of the Committee's work, its work plan and operation, future training requirements for Members and the interaction with Internal Audit. **This will commence at 6.30pm in the Council Chamber.***

#### **AGENDA**

*A period of not more than 15 minutes will be allowed to enable members of the public, who have notified their intention to speak, to address the meeting.*

- 1. Appointment of Chairman for the year 2013/14**
- 2. Appointment of Vice-Chairman for the year 2013/14**
- 4. Apologies for absence**
- 5. Declarations of Interest**
- 6. Questions by Members under Council procedure rule 10.3 (if any).**

Members of the Committee have the right to ask the Chairman a question on any matter in relation to which the Council has powers or duties or which affects East Northamptonshire and which falls within the terms of reference of the Committee - provided that notice is given to the Chief Executive by 5pm on the working day preceding the meeting. The functions of the Committee are to be found in part 3 of the Council Constitution. A form for use by Members is available on the Council's intranet (Eunice). Alternatively please telephone Paul Smith or e-mail [psmith@east-northamptonshire.gov.uk](mailto:psmith@east-northamptonshire.gov.uk)

- 7. Welland Internal Audit Consortium – Annual Internal Audit Plan 2014/15 (report of the Audit Manager – attached)**
- 8. Welland Internal Audit Consortium – Internal Audit Plan & Performance Update 2013/14 (report of the Audit Manager – attached)**

9. **External Annual Audit Plan 2013/14** (report of the Finance Manager – **attached**)
10. **Grant Certification 2012/13** (report of the Finance Manager – **attached**)

**The Committee shall resolve to exclude the public and press from the meeting during consideration of the following item of business because exempt information, as defined under paragraph 7 of Part 1 of Schedule 12A of the Local Government Act 1972, may be disclosed.**

11. **Protecting the Public Purse Fraud Briefing** (report of the Finance Manager – **attached**)

Yours sincerely

**DAVID OLIVER**  
Chief Executive

#### **FIRE/EMERGENCY EVACUATION**

Please read the fire/emergency evacuation instructions before the meeting begins. These are displayed at the entrance to the Council Chamber.

If the emergency alarm sounds, you must evacuate the building immediately by the nearest signed fire exit and proceed to the main car park area as directed by the Democratic Services staff. Further instructions will then be given.