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

Please ask for
Paul Smith

Direct Dial
01832 742175

Date:
25 November 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 **Wednesday 3 December 2014** at 7.30pm.

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. Minutes of the meeting held on 25 September 2014 (attached)**
If you have any queries in respect of the accuracy of the minutes, please notify Paul Smith prior to the meeting.
- 2. Apologies for absence**
- 3. Declarations of Interest**
- 4. 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

- 5. Welland Internal Audit Consortium – Internal Audit Planning Process 2015/16** (report of the Head of Internal Audit – **attached**)
- 6. Welland Internal Audit Consortium – Internal Audit Plan & Performance Update 2014/15** (report of the Audit Manager – **attached**)

7. **Welland Internal Audit Consortium – Committee Training Sessions** (report of the Senior Audit Manager – **attached**)
8. **Annual Audit Letter 2013/14** (report of the Interim Finance Manager – **attached**)
9. **ICT Physical Security** (report of the Head of ICT Services – **attached**)
10. **Disabled Facilities Grants** (report of the Environmental Protection Manager – **attached**)
11. **Risk Management Reporting**– (report of the Interim 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.