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**To: Councillors John Farrar, Barbara Jenney, Lance Jones, Alex Smith,  
Robin Underwood, Peter Wathen and Colin Wright.**

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**Please ask for**  
Paul Smith

**Direct Dial**  
01832 742175

**Date:**  
13 November 2015

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 23 November 2015** 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. Apologies for absence**
- 2. Minutes of the meeting held on 28 September 2015 (attached)**  
*If you have any queries in respect of the accuracy of the minutes, please notify Paul Smith prior to the meeting.*

- 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](mailto:psmith@east-northamptonshire.gov.uk)

- 5. Resources and Organisational Development Risk Overview** (the Head of Resources and Organisational Development will attend the meeting)

6. **Annual Audit Letter 2014/15** (report of the Finance Manager – **attached**)
7. **Welland Internal Audit Consortium – Internal Audit Plan & Performance Update 2015/16** (report of the Head of Internal Audit- **attached**)
8. **Risk Management Update – November 2015** (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.