

# ITEM 4

Time Commenced: 6.00pm

Time Finished: 6.55pm

## **AUDIT AND ACCOUNTS COMMITTEE**

**4 September 2013**

**Present:** Councillor Roberts (Chair)  
Councillors Campbell, Davis, Harwood, Martin and Troup

14/13 Apologies for Absence

Apologies for absence were received from Councillors Ashburner and Turner

15/13 Late Items

There were no late items.

16/13 Declarations of Interest

There were no declarations of Interest.

17/13 Minutes

The minutes of the meeting held on 26 June 2013 were agreed as a correct record and signed by the Chair.

It was noted that in respect of minute 12/13 Directorate Management Teams had been requested to consider all audit recommendations and that the Head of Governance and Assurance would collate the responses for the October meeting of the Committee.

18/13 Annual Governance Statement 2012/13

The Committee considered a report which set out the updated Annual Governance Statement 2012/13 for final review. The Statement provided an assessment of the effectiveness of the Council's governance framework, highlighted any issues arising and proposed actions to address them.

### **Resolved**

- 1. To approve the Annual Governance Statement 2012/13.**
- 2. To refer the Annual Governance Statement 2012/13 to the Chief Executive and Leader of the Council for signing.**

19/13 Council House Security

The Committee considered a report which set out information in response to security raised by the Committee.

**Resolved to note the report.**

**20/13        The Council's Use of Covert Surveillance and Update  
Against the Inspection Action Plan**

The Committee considered a report which stated that at the meeting of the Committee held on 26 June 2013 the Committee approved the Action Plan developed following the Inspection of covert surveillance usage by the Officer of Surveillance Commissioners. As part of the Action Plan, a commitment was given to ensure that Elected Members received a quarterly update on the Council's usage of covert surveillance and an update generally as to the progress against the agreed Action Plan.

It had been agreed that the quarterly update reporting should be to Members of the Audit and Accounts Committee. As the usage had not previously been reported, the time period covered would be from 1 April to 31 July 2013.

**Resolved**

- 1. To note that there had been no applications made to use covert surveillance between 1 April and 31 July 2013.**
- 2. To note that PHF Training would be delivering staff training in respect of covert surveillance on 14 October 2013 and Covert Human Intelligence Surveillance (CHIS) training on 15 October 2013.**
- 3. To note that the Monitoring Officer would take appropriate steps to amend the Council's Constitution and RIPA Policy and Procedures to reflect that the Authorising Officers for the purpose of RIPA were the Chief Executive and his nominated Deputy, Director of Legal and Democratic Services, Director of Younger Adults and Housing, Director of Environment and Regulatory Services and Director of Customer Management.**

Chair of the next ensuing meeting  
at which these minutes were signed