



# **Rutland County Council**

Catmose, Oakham, Rutland, LE15 6HP.  
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Ladies and Gentlemen,

A meeting of the **AUDIT AND RISK COMMITTEE** will be held in the Council Chamber, Rutland County Council, Catmose, Oakham on **Tuesday, 25th April, 2017** commencing at 7.00 pm when it is hoped you will be able to attend.

Yours faithfully

Helen Briggs  
**Chief Executive**

Recording of Council Meetings: Any member of the public may film, audio-record, take photographs and use social media to report the proceedings of any meeting that is open to the public. A protocol on this facility is available at [www.rutland.gov.uk/haveyoursay](http://www.rutland.gov.uk/haveyoursay)

## **A G E N D A**

### **APOLOGIES FOR ABSENCE**

#### **1) MINUTES**

To confirm the minutes of the Audit and Risk Committee held on 31 January 2017.

#### **2) MATTERS ARISING**

#### **3) DECLARATIONS OF INTEREST**

In accordance with the Regulations, Members are invited to declare any disclosable interests under the Code of Conduct and the nature of those interests in respect of items on this Agenda and/or indicate if Section 106 of the Local Government Finance Act 1992 applies to them.

#### **4) PETITIONS, DEPUTATIONS AND QUESTIONS**

To receive any petitions, deputations and questions received from Members of the Public in accordance with the provisions of Procedure Rule 217.

The total time allowed for this item shall be 30 minutes. Petitions, declarations

and questions shall be dealt with in the order in which they are received. Questions may also be submitted at short notice by giving a written copy to the Committee Administrator 15 minutes before the start of the meeting.

The total time allowed for questions at short notice is 15 minutes out of the total time of 30 minutes. Any petitions, deputations and questions that have been submitted with prior formal notice will take precedence over questions submitted at short notice.

Any questions that are not considered within the time limit shall receive a written response after the meeting and be the subject of a report to the next meeting.

**5) COMMITTEE TERMS OF REFERENCE**

To receive Report No.96/2017 from the Director for Resources.  
(Pages 5 - 8)

**6) EXTERNAL AUDIT UPDATE**

To receive Report No. 89/2017 from the Director for Resources.  
(Pages 9 - 24)

**7) ACCOUNTS CLOSURE PLANNING 2016/17**

To receive Report No. 87/2017 from the Director for Resources.  
(Pages 25 - 28)

**8) ANNUAL GOVERNANCE STATEMENT**

To receive Report No. 78/2017 from the Director for Resources.  
(Pages 29 - 54)

**9) INTERNAL AUDIT PLAN 2017/18**

To receive Report No. 94/2017 from the Head of Internal Audit.

**10) EXCLUSION OF PRESS AND PUBLIC**

The Committee is recommended to determine whether the public and press be excluded from the meeting in accordance with Section 100(A)(4) of the Local Government Act 1972, as amended, and in accordance with the Access to Information provisions of Procedure Rule 239, as the following item of business contains exempt information as defined in Paragraph 7 , Part 1 of Schedule 12A of the Act.

Paragraph 7: Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

**11) INTERNAL AUDIT UPDATE**

To receive Report No. 93/2017 from the Head of Internal Audit.  
(Pages 55 - 84)

## **12) EXCLUSION OF PRESS AND PUBLIC**

The Committee is recommended to determine whether the public and press be excluded from the meeting in accordance with Section 100(A)(4) of the Local Government Act 1972, as amended, and in accordance with the Access to Information provisions of Procedure Rule 239, as the following item of business contains exempt information as defined in Paragraph 7, Part 1 of Schedule 12A of the Act.

Paragraph 7: Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

## **13) FRAUD RISK REGISTER**

To receive Report No. 84/2017 from the Director for Resources.  
(Pages 85 - 100)

## **14) EXCLUSION OF PRESS AND PUBLIC**

The Committee is recommended to determine whether the public and press be excluded from the meeting in accordance with Section 100(A)(4) of the Local Government Act 1972, as amended, and in accordance with the Access to Information provisions of Procedure Rule 239, as the following item of business contains exempt information as defined in Paragraph 7, Part 1 of Schedule 12A of the Act.

Paragraph 7: Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

## **15) POTENTIAL FRAUD IN SERVICE PROVIDER**

To receive Report No. 95/2017 from the Director for People.  
(Pages 101 - 104)

## **16) ANY OTHER URGENT BUSINESS**

To receive items of urgent business which have previously been notified to the person presiding.

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### **DISTRIBUTION**

#### **MEMBERS OF THE AUDIT AND RISK COMMITTEE:**

Mrs D MacDuff (Chairman)	
Mr J Lammie (Vice-Chair)	
Mr E Baines	Mr N Begy
Mr G Conde	Mr M Oxley
Miss G Waller	

#### **OTHER MEMBERS FOR INFORMATION**