



Rutland County Council

Catmose Oakham Rutland LE15 6HP
Telephone 01572 722577 Facsimile 01572 758307 DX 28340 Oakham

Ladies and Gentlemen,

A meeting of the **AUDIT AND RISK COMMITTEE** will be held in the Council Chamber, Catmose, Oakham on **Tuesday 14 February 2012** commencing at 7.00pm when it is hoped you will be able to attend.

Yours faithfully

Helen Briggs
Chief Executive

A G E N D A

APOLOGIES

1. MINUTES

To confirm the minutes of the Audit and Risk Committee held on 27 September 2011.

2. DECLARATIONS OF INTEREST

In accordance with the Regulations, Members are required to declare any personal or prejudicial interests they may have 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.

3. PETITIONS, DEPUTATIONS AND QUESTIONS

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

The total time allowed for this item shall be 30 minutes. Petitions, deputations 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 Democratic Services Officer 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.

4. AUDIT COMMISSION ANNUAL AUDIT LETTER 2010/11

To receive Report No. 37/2012 from the Strategic Director for Resources
Pages 4 – 17

5. INTERNAL AUDIT QUARTERLY REPORT

To receive Report No. 35/2012 from the Head of Welland Internal Audit Consortium
Pages 18 – 24

6. INTERNAL AUDIT PLAN 2012/13

To receive Report No. 36/2012 from the Head of Welland Internal Audit Consortium
Pages 25 – 29

7. AUDIT & RISK COMMITTEE WORKPLAN 2011/12

To consider future work plans of the committee as follows:-

March 2012

- Annual Plan of Internal Audit
- Draft Annual Governance Statement 2011/12
- Internal Audit Performance Monitoring Report, inc. Outstanding Audit Recommendations
- External Audit Annual Plan
- Risk Register (Exempt)

8. ANY OTHER URGENT BUSINESS

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

9. EXCLUSION OF PUBLIC AND PRESS

It is recommended that 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 is likely to involve the disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act.

Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).

10. RISK REGISTER

To receive Report No. 38/2012 from the Strategic Director for Resources
Pages 30 – 44

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DISTRIBUTION

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

Mr M R Woodcock (Chairman)
Mr D C Hollis
Mr J R Munton
Mr D L Richardson
Mrs C L Vernon

ALL CHIEF OFFICERS
RELEVANT PORTFOLIO HOLDER(S)
DEMOCRATIC SERVICES FILE
DEMOCRATIC SERVICES OFFICER
PUBLIC NOTICEBOARD AT CATMOSE