



Rutland County Council

Catmose Oakham Rutland LE15 6HP

Telephone 01572 722577 Facsimile 01572 758307 DX 28340 Oakham

Minutes of a meeting of the **AUDIT & RISK COMMITTEE** held in the Council Chamber, Catmose, Oakham, at 7.00 pm Tuesday, 14 February 2012.

PRESENT: Mr M R Woodcock (in the Chair)
Mr D C Hollis
Mr J M Lammie (substitute for Mr Munton)
Mr D L Richardson
Mrs C L Vernon

In attendance: Mr T C King Portfolio Holder for Finance & Asset Management
Mr M Norman Audit Manager, Audit Commission
Mr M Pocock Portfolio Holder for Resources

Officers present: Mrs A S Brown Democratic Services Officer
Mr R Gaughran Head of Welland Internal Audit Consortium
Mrs D Mogg Strategic Director for Resources

Apologies: Mr J R Munton

732. MINUTES OF THE PREVIOUS MEETING

RESOLVED

That the minutes of the Audit & Risk Committee held on 27 September 2011 be confirmed.

733. DECLARATIONS OF INTEREST

No declarations of interest were made in respect of items on the agenda for this meeting.

734. PETITIONS, DEPUTATIONS AND QUESTIONS

No petitions, deputations or questions had been received.

735. AUDIT COMMISSION ANNUAL AUDIT LETTER 2010/11

Report No. 37/2012 was received from the Strategic Director for Resources and introduced by Mike Norman from the Audit Commission.

During consideration the Committee noted the following points:

- Members were advised that the Quarter 3 Financial Management Report was broadly the same as that reported in Quarter 2.
- The Audit Commission supports the Council in the work it is currently undertaken and therefore members were requested to consider the letter before them.

RESOLVED

1. That the contents of the Annual Audit Letter for 2010/11 be **NOTED**.

736. INTERNAL AUDIT QUARTERLY REPORT

Report No. 35/2012 was received and introduced by the Head of Welland Internal Audit Consortium, Mr Gaughran, which gave members the opportunity to consider and monitor the performance of the Consortium in their delivery of the Council's internal audit service.

During consideration the Committee noted the following points:

- Due to ongoing staffing challenges, the amount of audit days had significantly reduced, as noted within Report No. 35/2012. Assurance was given, however, that the audit required in managing risk would continue, as would auditing of the financial systems within 2011/12.
- One audit remained overdue, which was in relation to the Members Scheme of Allowances. It was noted that a full report on the issue had been considered at Full Council on 13th February 2012.
- The auditors remaining within the department had considered the changes within the department as a challenge to which they had risen.

RESOLVED

1. That Consortium's performance had been considered.

737. ANNUAL AUDIT PLAN 2012/13

Report No. 36/2012 was received and introduced by the Head of Welland Internal Audit Consortium, Mr Gaughran, who gave a breakdown the report to members following which questions were invited.

During consideration the Committee noted the following points:

- The audits required had been designed to utilise the amount of days shown or slightly less in some areas. Any audit which took less time than anticipated would release those days to support other audits if required.

RESOLVED

1. That the Annual Plan at Appendix A to Report No. 36/2012 be **APPROVED**.

738. AUDIT & RISK COMMITTEE WORKPLAN 2011/12

The work plans for the Audit and Risk Committee for the remaining scheduled meeting in 2011/12 were considered and **APPROVED** as follows:-

March 2012

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

739. ANY OTHER URGENT BUSINESS

No items of other business had been received by the person presiding.

740. EXCLUSION OF THE PUBLIC AND PRESS

Following a query from members, it was confirmed by the Strategic Director for Resources that Report No. 38/2012, in agreement with the Monitoring Officer, should be considered as exempt on this occasion as the report was currently in draft format and not for formal approval at that stage. In order to allow the committee to have a full discussion regarding the risks, members agreed that it was prudent to move in to an exempt session. It was noted, however, that this requirement would be considered further for future meetings.

DECISION

AGREED that the public and press be excluded from the meeting in accordance with the Access to Information provisions of Procedure Rule 239.

741. RISK UPDATE

Report number 38/2012 was received and introduced by the Strategic Director for Resources who provided an update of the current Risk Register.

RESOLVED

1. That the contents of the report be noted and commented upon.

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Members of the public and press were readmitted to the meeting at this point.

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The Chairman closed the meeting at 8.23pm

Chairman
8 May 2012