



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 11 June 2013** 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 FOR ABSENCE

1. MINUTES

To confirm the minutes of the Audit and Risk Committee held on 16 April 2013.

2. 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.

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. ANNUAL REPORT OF INTERNAL AUDIT 2012/13

To receive Report No. 139/2013 from the Head of Welland Internal Audit Consortium
Pages 4 – 25

5. INTERNAL AUDIT UPDATE

To receive Report No. 140/2013 from the Head of Welland Internal Audit Consortium
Pages 26 – 39

6. PAYROLL INTERNAL CONTROLS REVIEW

To receive Report No. 142/2013 from the Strategic Director for Resources
Pages 40 – 52

7. CLOSEDOWN

To receive a verbal update.

8. 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:

Mr M E Baines (Chairman)
Mr J M Lammie
Mr J R Munton
Mr D L Richardson
Vacancy

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