

Meeting AUDIT COMMITTEE

Date 12 June 2013 (commencing at 10.30am)

membership

Persons absent are marked with `A`

COUNCILLORS

Keith Walker (Chairman)
Sheila Place (Vice-Chairman)

Reg Adair
Joyce Bosnjak
John Clarke
John Handley

Darrell Pulk
Alan Rhodes
Ken Rigby

ALSO IN ATTENDANCE

Councillor Steve Carroll

Neil Bellamy - KPMG Ltd

OFFICERS IN ATTENDANCE

Sarah Ashton) Policy, Planning and Corporate Services
Chris Holmes)

John Bailey)
Nigel Stevenson) Environment and Resources Department

APPOINTMENT OF CHAIRMAN AND VICE-CHAIRMAN

RESOLVED 2013/09

That the appointment of Councillor Keith Walker as Chairman and Councillor Sheila Place as Vice-Chairman by Full Council on 16 May 2013 for the ensuing year be noted.

MEMBERSHIP OF THE AUDIT COMMITTEE

RESOLVED 2013/10

That the membership of the Committee as set out on the agenda be noted

APOLOGIES FOR ABSENCE

None

DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

None

MINUTES

The minutes of the last meeting of the Committee held on 27 March 2013, having been circulated, were confirmed and signed by the Chair.

TERMS OF REFERENCE

RESOLVED 2013/11

That the terms of reference that explained the powers and functions of the Audit Committee be noted.

PRESENTATION ON THE ROLE OF THE AUDIT COMMITTEE

Nigel Stevenson and John Bailey from the Environment and Resources Department gave a presentation outlining what the Audit Committee's role and responsibilities were.

INTERNAL AUDIT ANNUAL REPORT – 2012/13

John Bailey introduced the report and indicated that his conclusion was that the overall system of internal control was adequate during 2012/13.

Comments were made by Members on the increase of the number of unsatisfactory audits and reduction in the number of audits. John Bailey indicated that the increase in unsatisfactory audits was a cause for concern and he hoped there would be an improvement in the next year. He commented that because of a reduction in audit resources they were focusing on larger, more complex, projects than previously which resulted in a reduction in the number of audit reports produced. In addition, they focused on audits where the risk was considered high. He confirmed that managers were required to respond to audits and set out what action they were taking. A follow up audit was then undertaken and if no improvement was shown a report would be brought to the Audit Committee.

RESOLVED 2013/12

That the Internal Audit Annual Report for 2012/13 be noted.

DRAFT ANNUAL GOVERNANCE STATEMENT FOR 2012/13

RESOLVED 2013/13

That the annual governance statement 2012/13 be endorsed.

INTERNAL AUDIT PLAN 2013/14

Members suggested that a report on the risk assessment procedures be brought to a future meeting.

RESOLVED 2013/14

1. That the Internal Audit Plan 2013/14 be noted.
2. That a report on risk assessments be brought to a future meeting.

KPMG LTD ANNUAL AUDIT FEES 2013/14

RESOLVED: 2013/15

That the indicative annual audit fees 2013/14 proposed by KPMG Ltd be noted.

WORK PROGRAMME

RESOLVED: 2013/16

That the Committee's work programme be noted.

The meeting closed at 11.10 am

CHAIRMAN