

AUDIT COMMITTEE

MINUTES OF THE MEETING HELD ON 23RD SEPTEMBER 2009

Present

Councillor Ball (Chair), Beckett, Bogle, Daunt and Wells.

Also in attendance:

Ms K Handy, Mr M Bowers and Ms J Burns, Audit Commission.

16. APOLOGIES AND CHANGES IN MEMBERSHIP

Apologies were received from Councillors Fuller and Williams (R).

17. MINUTES OF THE PREVIOUS MEETING (INCLUDING MATTERS ARISING)

RESOLVED that the minutes of the meeting held on 24th June 2009 be approved and signed as a correct record. (Copy of the minutes circulated with the agenda and appended to the signed minutes).

18. AUDIT COMMISSION: AUDIT AND INSPECTION PLAN PROGRESS

The Committee received and noted the report of the Chief Internal Auditor concerning an update on progress against the 2008/09 Audit and Inspection Plans setting out the work the Audit Commission proposed to undertake based on the risk-based approach adopted to both audit planning as set out in the Code of Audit Practice of Comprehensive Performance Assessment (CPA) and inspection planning as set out in the Comprehensive Area Assessment (CAA) Framework. (Copy of the report circulated with the agenda and appended to the signed minutes).

19. STRATEGIC RISK REGISTER

The Committee considered the report of the Executive Director of Resources detailing the Strategic Risk Register for comments and consideration. (Copy of the report circulated with the agenda and appended to the signed minutes).

RESOLVED

- (i) that the Strategic Risk Register set out in Appendix 1 adequately reflects the key strategic risks facing the Council;
- (ii) that the methodology and process adopted by the Council with regard to identifying and managing its key risks be incorporated into the 'new' member induction; and

- (iii) that the member training session on Risk Management scheduled for 12th November should make specific reference to the Strategic Risk Register and the views of members attending be canvassed regarding the content of the document.

20. INTERNAL AUDIT:STATUS OF WORK AUGUST 2009

The Committee received and noted the report of the Chief Internal Auditor concerning the Internal Audit Status of Work report for the period ending 19th August 2009. (Copy of the report circulated with the agenda and appended to the signed minutes).

21. MONITORING AUDIT COMMITTEE RECOMMENDATIONS

The Committee received and noted the report of the Democratic Support and Members Services Manager requesting that the Committee considers the actions taken since its last meeting. (Copy of the report circulated with the agenda and appended to the signed minutes).

RESOLVED

- (i) that the actions taken since the last Audit Committee be noted; and
- (ii) that with regard to Item No 8 - Meeting held on 19th March, 2009 set out in the Appendix to the report, the Strategic Partner Manager be requested to arrange the appropriate training for members and officers under the new Partnership code on a date no later than the next scheduled meeting of the Committee.

AUDIT COMMITTEE

MINUTES OF THE MEETING HELD ON 10th December 2009

Present

Councillor Ball (Chair), Bogle, Beckett, Daunt Fuller, and Wells.

Also in attendance:

Ms K Handy and Mr M Bowers, Audit Commission.

22. APOLOGIES AND CHANGES IN MEMBERSHIP

Apologies were received from Councillor Williams (R).

23. AUDIT COMMISSION: ANNUAL AUDIT LETTER 2008/09

The Committee considered the report of the Chief Internal Auditor concerning the Annual Audit Letter presenting the results of the statutory audit of the Council's 2008/09 financial statements and the results of the work undertaken to assess arrangements to secure value for money in the use of resources. (Copy of the report circulated with the agenda and appended to the signed minutes).

Ms K Handy, District Auditor was present and with the consent of the Chair addressed the Committee.

RESOLVED

- (i) that the contents and the comments of the District Auditor's Annual Letter 2008/09 be noted; and
- (ii) that with regard to Key Messages Section 8 page 4 – Actions contained in the Letter the Executive Director of Children's Services and Learning be requested to submit a report to the January, 2010 meeting in view of the Committee's concern on the levels of educational performance and attainment in the City's schools advising and informing on the action being taken and proposed together with an overview of the use of financial resources.