

MINUTES OF THE AUDIT COMMITTEE

9 DECEMBER 2010

Present:

Councillor M.T. Royer (Chairman)

Councillor M.L. Bouquet (Vice-Chairman)

Councillor Mrs C. Spencer

Apologies: Councillors H.R. Jaffer, L.E. Nichols, S.J. Rough and H.A. Thomson

361/10 MINUTES

The minutes of the meeting held on 16 September 2010 were approved as a correct record.

362/10 CORPORATE RISK MANAGEMENT

The Senior Auditor reported that the Corporate Risk Register had undergone its regular quarterly review and update by the Corporate Risk Management Group to ensure that actions were being taken to deal with the identified risks. Progress on actions had been documented on the Register. Two areas relating to service plans and risk documents had yet to be fully addressed. The revised Register was considered to be an accurate reflection of the high level risks affecting the Authority, as well as the progress made on actions previously proposed, based on audit's assessment of risk and the controls in operation.

RESOLVED that:

1. the contents of the updated Corporate Risk Register, be noted and accepted;
2. The Corporate Risk Register be recommended to Cabinet for approval.

363/10 INTERNAL AUDIT INTERIM REPORT

The Head of Audit Services presented her report which summarised the work undertaken by Audit Services during the period April 2010 to November 2010 and provided the Council with assurance on the adequacy of its internal audit systems of control. She responded to questions from Members. Members of the Audit Committee had been provided with access to the database of outstanding recommendations made by Audit Services as a result of completed audits.

RESOLVED that the Internal Audit Interim Report for the period April 2010 to November 2010, be noted and approved.

364/10 CONFIDENTIAL REPORTING CODE (WHISTLEBLOWING) POLICY

The Head of Audit Services submitted the Confidential Reporting Code (Whistleblowing Policy) which formed part of the Council's Constitution for

review. The Code set out how to raise serious concerns about any aspect of the Council's work and the legal protection against reprisals under the Public Interest Disclosure Act.

The Code was available on the Council's intranet, a bright orange leaflet was posted on every internal notice board and regular reminders were given to staff of its existence.

RESOLVED to note and approve, without amendment, the Confidential Reporting Code (Whistleblowing Policy) as submitted

365/10 COMMITTEE WORK PROGRAMME 2010/11

The Committee considered its Work Programme for the remainder of 2010/2011 Municipal year.

RESOLVED that the Committee Work Programme for the remainder of the 2010/2011 Municipal year, be approved.