

MINUTES OF THE AUDIT COMMITTEE
8 DECEMBER 2011

Present:

Councillor Mrs M.J. Madams (Chairman)
Councillor Mrs D.L Grant (Vice-Chairman)

Councillors:

A. Ayub	D. Patel
A.E. Friday	A.C. Patterson

Apologies: Councillor C.V. Strong

304/11 Minutes

The minutes of the meeting held on 22 September 2011 were approved as a correct record.

305/11 External Audit Annual Audit Letter

The Committee considered the external auditors' annual audit letter which summarised the key findings from KPMG's 2010/11 audit of the Council. This included the audit of the Council's 2010/11 financial statements and the 2010/11 Value for Money (VFM) conclusion, on both of which KPMG issued an unqualified opinion .

Resolved that the external audit annual audit letter be noted.

306/11 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. 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 assessment of risk and controls in operation.

She highlighted one area which had not been fully addressed relating to business continuity planning.

Resolved that the contents of the Corporate Risk Register be noted and accepted and recommended to Cabinet for approval.

307/11 Audit Services Interim Report

The Head of Audit Services presented her report which summarised the work undertaken by Audit Services during the period April 2011 to November 2011 and provided the Council with assurance on the adequacy of its internal audit systems of control. She gave verbal updates on the audit of the remote working pilot, on which work had recently commenced and the possible overpayment in relation to the waste contract which had been referred to the Legal section.

RESOLVED that the audit services interim report for the period April 2011 to November 2011 be noted and approved.

308/11 **[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 sets out how to raise serious concerns about any aspect of the Council's work, who to raise them with and how they should be dealt with.

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

309/11 **[Committee Work Programme 2011/12](#)**

The Committee considered its Work Programme for the remainder of the 2011/2012 municipal year.

Resolved that the Committee Work Programme for the remainder of the 2011/2012 municipal year be noted.