

Minutes of the Audit Committee

6 December 2012

Present:

Councillor Mrs S. Webb (Vice-Chairman) in the Chair

Councillors:

Mrs M.J. Madams

C.V. Strong

Apologies: Councillors C. M. Frazer, D. Gohil and A.C. Patterson

323/12 Minutes

The minutes of the meeting held on 20 September 2012 were approved as a correct record

324/12 Disclosures of Interest

There were none.

325/12 External Audit Annual Audit Letter 2011/12

The Committee considered the external auditors' annual audit letter which summarised the key findings from KPMG's 2011/12 audit of the Council. This included the audit of the Council's 2011/12 financial statements and the 2011/12 Value for Money (VFM) conclusion, on both of which KPMG issued an unqualified opinion.

Resolved that the external audit annual audit letter for 2011/12 be noted.

326/12 Corporate Risk Management

The Internal Audit Manager 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.

She highlighted progress in a number of areas which were documented on the register. She updated the Committee on the staff survey which was due to take place in 2013 and detailed a number of steps which had already been implemented to maintain and enhance staff morale.

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

327/12 Audit Services Interim Report

The Head of Audit Services presented her report which summarised the work undertaken by Audit Services during the period April 2012 to November 2012

and provided the Council with assurance on the adequacy of its internal audit systems of control.

She responded to questions from members on the risks relating to welfare reforms and agreed to circulate a briefing paper on the Council Tax support scheme and details relating to DCLG transitional funding.

Resolved that the audit services interim report for the period April 2012 to November 2012 be noted and approved.

328/12 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 the Confidential Reporting Code (Whistleblowing Policy) as submitted.

329/12 Committee Work Programme 2012-13

The Committee considered its Work Programme for the remainder of the 2012/2013 Municipal year.

RESOLVED that the Committee Work Programme for the remainder of the 2012/2013 Municipal year, be approved.