

**THE MINUTES OF THE MEETING**  
**OF THE AUDIT COMMITTEE**  
**HELD ON THURSDAY 17 JANUARY 2008**

Present: Councillor G. Pinkney (Chair)  
Councillors B. Bates, Mrs. G.  
Bleasdale, R. Davison, G. Johnson,  
K. McGonnell, B. Quinn and P.  
Stradling

1. **THE MINUTES OF THE LAST MEETING** held on 13 December 2007, a copy of which had been circulated to each Member, were confirmed.
2. **INTERNAL AUDIT PROGRESS REPORT 2007/2008**

Consideration was given to the report of the Audit Manager which gave details of progress made completing the 2007/2008 Internal Audit Plan. A copy of the report had been circulated to each Member.

The Audit Manager explained that Appendix 1 to the report summarised the planned audit work completed by Internal Audit for the period October - December 2007 in the following areas:-

Benefits  
NNDR  
Home Repair Assistance and Disability Facilities Grants  
Hackney Carriages  
Data Quality (Performance Indicators).

The aims and objectives of each audit were shown along with the conclusions and any recommended actions agreed with the auditee.

Appendix 2 provided a list of the planned audit work currently in progress which was to be carried forward to the next quarter.

**RESOLVED** that the information contained within the report, be noted.

3. **RISK MANAGEMENT PROGRESS REPORT**

Consideration was given to the report of the Principal Administrative Officer which gave details of progress on the Council's approach to managing risk and the implementation of the Council's Risk Management Strategy to provide an assurance that the Council effectively managed its risks. A copy of the report had been circulated to each Member.

S. Wardle, Principal Administrative Officer referred to the Risk Management Performance Work Plan at Appendix 1. He explained that the updated workplan included relevant action plans, measurable outcomes, progress monitors and a traffic light status indicator for all areas of work. It also included relevant action plans required to meet the level 4 judgement criteria under the Use of Resources Key Lines of Enquiry (4.1).

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In discussing the Workplan, S Wardle highlighted progress made in relation to key projects/tasks. With regard to the Risk Management Workplan for significant partnerships, he explained that this was included within a specific risk management toolkit. To date assurances had been secured for key/significant partnerships although further work was required to comply with the Partnership Framework adopted by the Council. The Best Value Review of Support Services had identified resources to progress this and an update would be provided as part of the Workplan in the next quarterly report to Audit Committee.

He continued that whilst the Service Plan risks had been completed and captured, a 'desktop' corporate risk review was still to be undertaken involving Executive and Management Team to re-profile existing corporate risks, to consider new and emerging risks that had arisen from the Service Plans and to take account of local government review implications. It was hoped that this would be completed within the next four to six weeks.

Most risks were being effectively managed, however there were still difficulties in updating action plans and difficulties in utilising the 'risk register' software. A comprehensive range of support continued to be provided to ensure that this was managed effectively. It was noted that this had moved from red to amber in the traffic light status indicator in the Workplan at Appendix 1.

The report also gave details of the risk management training programme and a copy was attached at Appendix 2 for information. Refresher training had been arranged for the Committee following the meeting with an in-house risk management session for new Members to be provided on 24 January 2008.

**RESOLVED** that the information contained within the report, be noted.

JE/CB/COM/AUDIT/080101  
29 January 2008