



Leicester
City Council

MEETING OF THE AUDIT AND RISK COMMITTEE

DATE: THURSDAY, 13 JUNE 2013

TIME: 5:30 pm

**PLACE: THE OAK ROOM, GROUND FLOOR, TOWN HALL, TOWN
HALL SQUARE, LEICESTER.**

Members of the Committee

Councillor Westley (Chair)

Councillors Desai, Dr. Chowdhury, Meghani, and Dr. Moore
2 Non-Grouped Member Vacancies

Members of the Committee are invited to attend the above meeting to consider the items of business listed overleaf.

for Monitoring Officer

Officer contact: Angie Smith
Democratic Support, Democratic Services
Leicester City Council
Town Hall, Town Hall Square, Leicester LE1 9BG
(Tel. 0116 229 8897 Fax. 0116 229 8819)
Email. Angie.Smith@Leicester.gov.uk

INFORMATION FOR MEMBERS OF THE PUBLIC

ACCESS TO INFORMATION AND MEETINGS

You have the right to attend Cabinet to hear decisions being made. You can also attend Committees, as well as meetings of the full Council. Tweeting in formal Council meetings is fine as long as it does not disrupt the meeting. There are procedures for you to ask questions and make representations to Scrutiny Committees, Community Meetings and Council. Please contact Democratic Support, as detailed below for further guidance on this.

You also have the right to see copies of agendas and minutes. Agendas and minutes are available on the Council's website at www.cabinet.leicester.gov.uk or by contacting us as detailed below.

Dates of meetings are available at the Customer Service Centre, King Street, Town Hall Reception and on the Website.

There are certain occasions when the Council's meetings may need to discuss issues in private session. The reasons for dealing with matters in private session are set down in law.

WHEELCHAIR ACCESS

Meetings are held at the Town Hall. The Meeting rooms are all accessible to wheelchair users. Wheelchair access to the Town Hall is from Horsefair Street (Take the lift to the ground floor and go straight ahead to main reception).

BRAILLE/AUDIO TAPE/TRANSLATION

If there are any particular reports that you would like translating or providing on audio tape, the Democratic Services Officer can organise this for you (production times will depend upon equipment/facility availability).

INDUCTION LOOPS

There are induction loop facilities in meeting rooms. Please speak to the Democratic Services Officer at the meeting if you wish to use this facility or contact them as detailed below.

General Enquiries - if you have any queries about any of the above or the business to be discussed, please contact Angie Smith, Democratic Support on 0116 229 8897 or email Angie.Smith@leicester.gov.uk or call in at the Town Hall.

Press Enquiries - please phone the Communications Unit on 0116 252 6081

PUBLIC SESSION

AGENDA

**1. TRAINING SESSION PRIOR TO MAIN MEETING –
HOW TO BE AN EFFECTIVE AUDIT & RISK
COMMITTEE**

Training will be delivered by the Head of Internal Audit & Risk Management, and the Internal Audit Manager.

The training session will be held from 5.00 – 5.30pm.

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

Members are asked to declare any interests they may have in the business on the agenda, and/or indicate that Section 106 of the Local Government Finance Act 1992 applies to them.

4. MINUTES OF THE PREVIOUS MEETING

Appendix A

The minutes of the meeting of the Audit and Risk Committee held on 9th April 2013, and the Special Audit and Risk Committee Meeting on 8th May 2013 are attached and the Committee is asked to confirm them as a correct record.

**5. RISK MANAGEMENT AND INSURANCE SERVICES -
UPDATE REPORT**

Appendix B

The Director of Finance submits a report that provides Committee with the regular update on the work of the Council's Risk Management and Insurance Services team's activities.

The Committee is recommended to receive the report and note its contents, and make any recommendations or comments it sees fit either to the Executive or Director of Finance.

6. ANY OTHER URGENT BUSINESS