



Leicester
City Council

MEETING OF THE AUDIT AND RISK COMMITTEE

DATE: WEDNESDAY, 19 MARCH 2014

TIME: 5:00 pm

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

Members of the Committee

Councillor Westley (Chair)

Councillor Naylor (Vice-Chair)

Councillors Alfonso, Desai, Dr Chowdhury, Grant, Meghani and Dr. Moore

1 Non-Grouped Member Vacancy

Members of the Committee are summoned 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
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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, 91 Granby 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 454 6354 or email Angie.Smith@leicester.gov.uk or call in at the Town Hall.

Press Enquiries - please phone the Communications Unit on 0116 454 4150

PUBLIC SESSION

AGENDA

1. TRAINING SESSION PRIOR TO MAIN MEETING - PUBLIC HEALTH

The Divisional Director of Public Health will deliver a presentation.

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

Members are asked to declare any interests they may have in the business on the agenda.

4. MINUTES OF THE PREVIOUS MEETING

Appendix A

The minutes of the meeting of the Audit and Risk Committee held on 14th November 2013 are attached and the Committee is asked to confirm them as a correct record.

5. PRIVATE SESSION

AGENDA

MEMBERS OF THE PUBLIC TO NOTE

Under the law, the Committee is entitled to consider certain items in private where in the circumstances the public interest in maintaining the matter exempt from publication outweighs the public interest in disclosing the information. Members of the public will be asked to leave the meeting when such items are discussed.

The Committee is recommended to consider the following reports in private on the grounds that they contain 'exempt' information as defined by the Local Government (Access to Information) Act 1985, as amended, and consequently that the Sub-Committee makes the following resolution:-

“that the press and public be excluded during consideration of the following reports in accordance with the provisions of Section 100A(4) of the Local Government Act 1972, as amended, because they involve the likely disclosure of 'exempt' information, as defined in the Paragraphs detailed below of Part 1 of Schedule 12A of the Act, and taking all the circumstances into account, it is

considered that the public interest in maintaining the information as exempt outweighs the public interest in disclosing the information.”

Paragraph 3

Information relating to the financial or business affairs of any particular person (INCLUDING THE authority holding that information)

INTERNAL AUDIT UPDATE REPORT – 2013-14 QUARTER 3 (OCTOBER 2013 – DECEMBER 2013) Appendix B1

6. INTERNAL AUDIT UPDATE REPORT 2013-14 QUARTER 3 (OCTOBER 2013 - DECEMBER 2013) Appendix B1

The Director of Finance submits a report to the Audit & Risk Committee to provide an overview of audit work planned and completed, significant issues identified by audit work, and management progress in implementing agreed recommendations. The Committee is asked to receive the report and note the key issues identified.

7. PUBLIC SESSION

8. ANNUAL REPORT - CERTIFICATION OF GRANTS AND RETURNS 2012/13 Appendix B

The External Auditor submits an Annual Report for the Certification of Grants and Returns. The Committee are asked to note the report.

9. EXTERNAL AUDIT PLAN FOR 2013-14 Appendix C

The External Auditor submits a document that sets out how they will deliver their financial statements audit work for Leicester City Council, and the approach to value for money (VFM) work for 2013/14. The Committee are asked to note the report.

10. AUDIT COMMISSION - PROTECTING THE PUBLIC PURSE 2013

The External Auditor will deliver a presentation from the Audit Commission on *Protecting the Public Purse (PPP) 2013* report.

11. COUNTER-FRAUD UPDATE REPORT FOR THE FIRST HALF OF 2013-14 Appendix D

A joint report of the Director of Finance, the Director of Environmental Services and the Director of Housing is submitted to Audit & Risk Committee, which provides information on counter-fraud activities between 1 April 2013 and 31 December 2013. The Committee are asked to note the report.

12. RISK MANAGEMENT AND INSURANCE SERVICES UPDATE REPORT INCLUDING JANUARY RISK REGISTER UPDATE [Appendix E](#)

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.

13. INTERNAL AUDIT - 4TH QUARTER OPERATIONAL PLAN 2013-14 [Appendix F](#)

The Director of Finance presents to Committee the detailed operational audit plan for the fourth quarter for the financial year 2013-14. The Committee is asked to note the report.

14. 2014-15 AUDIT AND RISK COMMITTEE PLANNED AGENDAS AND MEETING DATES [Appendix G](#)

The Director of Finance submits a proposed schedule of meetings and their agendas for the Financial Year 2014-15. The Committee is recommended to note and accept the proposed plan content, and raise any issues or questions with the report author or the Director of Finance.

15. ANY OTHER URGENT BUSINESS