



Leicester
City Council

MEETING OF THE AUDIT AND RISK COMMITTEE

DATE: WEDNESDAY, 30 JULY 2014

TIME: 5:30 pm

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

Members of the Committee

Councillor Westley (Chair)

Councillor Dr. Moore (Vice-Chair)

Councillors Alfonso, Dr Chowdhury, Desai, Grant and Naylor

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
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Information for members of the public

Attending meetings and access to information

You have the right to attend formal meetings such as full Council, committee meetings, City Mayor & Executive Public Briefing and Scrutiny Commissions and see copies of agendas and minutes. On occasion however, meetings may, for reasons set out in law, need to consider some items in private.

Dates of meetings and copies of public agendas and minutes are available on the Council's website at www.cabinet.leicester.gov.uk, from the Council's Customer Service Centre or by contacting us using the details below.

Making meetings accessible to all

Wheelchair access – Public meeting rooms at the Town Hall are accessible to wheelchair users. Wheelchair access to the Town Hall is from Horsefair Street (Press the buzzer on the left hand side of the door to be let in to the building, then take the lift to the ground floor and go straight ahead to the main reception).

Braille/audio tape/translation - If you require this please contact the Democratic Support Officer (production times will depend upon equipment/ facility availability).

Induction loops - There are induction loop facilities in Town Hall meeting rooms. Please speak to reception staff at the Town Hall or the Democratic Support Officer at the meeting if you wish to use this facility or contact us using the details below.

Filming and social media

The Council is committed to transparency and supports efforts to record and share reports of proceedings of public meetings through a variety of means, including social media.

Please feel free to use social media during this meeting.

If you wish to film proceedings at a meeting please let us know as far in advance as you can so that it can be considered by the Chair of the meeting who has the responsibility to ensure that the key principles set out below are adhered to at the meeting.

Key Principles. In recording or reporting on proceedings you are asked:

- ✓ to respect the right of others to view and hear debates without interruption;
- ✓ to ensure that the sound on any device is fully muted;
- ✓ where filming, to only focus on those people actively participating in the meeting;
- ✓ where filming, to (via the Chair of the meeting) ensure that those present are aware that they may be filmed and respect any requests to not be filmed.

Further information

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 City Hall, 115 Charles Street.

For Press Enquiries - please phone the **Communications Unit on 0116 454 4151**

PUBLIC SESSION

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members are asked to declare any interests they may have in the business to be discussed.

3. MINUTES OF THE PREVIOUS MEETING

Appendix A

The Minutes of the previous meeting of the Audit and Risk Committee held on 25th June 2014 are attached, and Members will be asked to confirm them as a correct record.

4. EXTERNAL AUDIT PROGRESS REPORT AND TECHNICAL UPDATE

Appendix B

The External Auditor submits a report to the Audit and Risk Committee with an overview of progress in delivering their responsibilities as external auditors. The report also highlights the main technical issues which are currently having an impact in local government.

The Committee is asked to receive the report.

5. DRAFT STATUTORY STATEMENT OF ACCOUNTS FOR THE FINANCIAL YEAR 2013-14

Appendix C

The Director of Finance presents the Draft Statement of Accounts for the year ended 31st March 2014. The Audit and Risk Committee is recommended to note the draft accounts for the year ended 31st March 2014 as submitted for audit.

6. REVIEW OF THE EFFECTIVENESS OF THE SYSTEM OF INTERNAL AUDIT IN 2013-14

Appendix D

The Director of Finance submits a report that presents the findings of the annual review of the effectiveness of the Council's system of internal audit for 2013-14.

The Committee is recommended to accept the findings of the review, and conclude that the Council has an effective system of internal audit upon which it (the Council) can place reliance.

7. INTERNAL AUDIT - 2ND QUARTER OPERATIONAL PLAN 2014-15 **Appendix E**

The Director of Finance presents to Committee the detailed operational audit plan for the second quarter of the financial year 2014-15.

The Audit and Risk Committee is asked to note the Internal Audit operational plan for the second quarter of 2014-15.

8. ANNUAL REVIEW OF INTERNAL AUDIT CHARTER **Appendix F**

The Director of Finance submits a report to seek the Committee's approval of amendments to the Internal Audit Charter

The Committee is recommended to approve the revised Internal Audit Charter and agree that it accurately reflects the terms of reference of the Internal Audit service.

9. 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 report in private on the grounds that it will contain 'exempt' information as defined by the Local Government (Access to Information) Act 1985, as amended, and consequently makes the following resolution:-

“that the press and public be excluded during consideration of the following report in accordance with the provisions of Section 100A(4) of the Local Government Act 1972, as amended, because it involves the likely disclosure of 'exempt' information, as defined in the Paragraph 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)

OUTCOMES OF INTERNAL AUDIT WORK IN 2013-14 QUARTER 4
(JANUARY 2014 – MARCH 2014) Appendix B1

10. OUTCOMES OF INTERNAL AUDIT WORK IN 2013-14 QUARTER 4 (JANUARY 2014 - MARCH 2014) Appendix B1

The Director of Finance to present a report.

11. ANY OTHER URGENT BUSINESS