

The **AUDIT COMMITTEE** met at **LEEK WOOTTON** on the **4th MAY 2011**

Present:-

Independent Members:- Mike Edwards and Clive Parsons

County Councillors:- Chris Davis and Bob Hicks (**Chair**)

Police Authority: - Oliver Winters, Neil Gulliver, Dave Clarke and Dave Stenning

Police: - Richard Elkin, Marie Perry and Dave Weston

Internal Audit:- Gary Rollason

In attendance:- John Gregory and Joan Barnett (Audit Commission)

1. Apologies

Apologies were received from Carol Fox.

2. Members' Declaration of Pecuniary and Non-Pecuniary Interests

None.

3. Minutes of the Meeting held on the 2nd February 2011 and Matters Arising

Resolved:-

That the minutes of the Audit Committee's meeting held on the 2nd February 2011 be approved.

There were no matters arising.

4. External Audit Opinion Plan 2010/11 and Audit Fee Letter 2011/12 – Audit Commission

After John Gregory had presented the Audit Opinion Plan for 2010/11 and the Audit Fee Letter 2011/12 and had responded to a number of general questions from Members, it was Resolved:-

That the Audit Opinion Plan 2010/11 be approved and the Audit Fee Letter 2011/12 be noted.

5. Internal Audit Plan 2011/12

After Gary Rollason had introduced the report, Richard Elkin added that the Plan had been endorsed by the Force Executive Board and that appropriate governance and management arrangements had been put in place. At the request of Chris Davis, it was agreed the Force Risk Register should be made available to the Members of the Committee.

It was then Resolved:-

That approval be given to the proposed 2011/12 Internal Audit Plan.

ACTION

Richard Elkin to make the Force Risk Register available to the Audit Committee

6. Internal Audit – Service Level Agreement and Terms of Reference and Review of Effectiveness

After introductory remarks by Dave Clarke, it was Resolved:-

- 1) ***That approval be given to the amended Service Level Agreement and Terms of Reference for the Internal Audit Services***
- 2) ***That approval be given to the extension of the Service Level Agreement until 31st March 2013.***

With regard to the review of the effectiveness of the Audit Committee, the Chair requested that the questionnaire be referred back to the Committee for regular review.

7. Future of Risk Management Arrangements

After a brief discussion the Committee endorsed the Steering Group's proposal that the current arrangements for risk management should continue for the time being.

8. Amendments to Accounts and Audit Regulations (2011)

Resolved:-

That approval be given to the accounts timetable as set out in paragraph 2.2 of the Treasurer's report.

9. The Future of Local Audit – A Consultation Paper

Resolved:-

That the Treasurer, in consultation with the Chair of the Audit Committee, responds to the DCLG Consultation Paper "The Future of Local Audit".

10. Date of Next Meeting

Wednesday 15 June 2011 at 10am followed by a Risk Management Workshop at 12.30pm.

11. Any Other Items

None.

12. Exclusion of Members of the Public

Resolved:-

That the members of the public be excluded from the meeting for the following agenda items on the grounds that their presence would involve the disclosure of exempt information as defined in paragraph 3 of Schedule 12A of the Local Government Act 1972.

13. Exempt Minutes of the Meeting held on the 2nd February 2011 and Matters Arising

Resolved:-

That the exempt minutes of the Audit Committee held on the 2nd February 2011 be approved.

There were no matters arising.

14. Progress on Implementation of Internal Audit Recommendations

In presenting the report, Dave Weston pointed out that most of the outstanding recommendations had been superseded by developments within the Force and he would be looking to discuss appropriate action with Internal Audit before any final decision is made to discharge them. He agreed to report back to the Committee's September 2011 meeting.

ACTION

Dave Weston to report back to the Audit Committee's September 2011 meeting on any future action on outstanding audit recommendations.

15. Risk Register – Six Monthly Review

After introductory comments by Dave Stenning, the Committee agreed to note the report.

16. Time Off in Lieu (TOIL) and Rest Days In Lieu (RDIL)

Dave Weston introduced the report and emphasised that the Force now had a much stronger grip on TOIL and RDIL through a system of fair but robust rules managed by the Central Resources Team. The Committee were reassured by the improvements but requested a further progress report at their September 2011 meeting.

ACTION

Dave Weston to provide a further report on TOIL and RDIL to the Audit Committee's September 2011 meeting.

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Chair of Committee

The meeting closed at 11.40am