



Minutes

Audit Committee

Date: 06 February 2015

Time: 10.30 a.m.

Venue: Conference Room, Fire and Rescue Service Headquarters, Birkenshaw

Present: Councillor J Hughes (in the chair and as substitute for Councillor K Akthar)), J Dodds (as substitute for Councillor K Renshaw), R Grahame (as substitute for Councillor J Cummins), L Holmes and H Middleton

In Attendance: John Prentice – KPMG (External Auditor) and S Straker – Kirklees Metropolitan Council (Internal Auditor)

Apologies: Councillors K Akthar, J Cummins, K Renshaw and A Stubley

18 Appointment of Chair

In the absence of the appointed Chair and Vice chair of the Committee (Councillors J Cummins and A Stubley respectively), it was,

RESOLVED

That Councillor J Hughes, attending as substitute at the meeting, take the chair.

19 Minutes of the last meeting

RESOLVED

That the Minutes of the meeting held on 28 November 2014 be signed by the Chair as a correct record.

20 Urgent items

None.

21 Admission of the public

There were not items which required the exclusion of the public and press.

22 Declarations of interest

There were no declarations of disclosable pecuniary interest in any matter under consideration at the meeting.

23 Internal Audit Quarterly Review

The Chief Finance and Procurement Officer submitted a report which provided a summary and reported findings of the audit activity for the period October to December 2014.

Members were advised that, since the last meeting, one audit had been completed and had received 'substantial' assurance as follows;

- Pensions - costs and administration

It was further reported that Kirklees Metropolitan Council, administrator of the Authority's payroll system, was in the process of reviewing its data tables as part of the National Fraud Initiative with a view to ensuring that appropriate deductions were being made and the biennial data matching exercise had been commenced in line with the requirements of the Audit Commission.

The Chief Finance and Procurement commented on the timeliness of these reviews given the recent national issues of fire authorities overclaiming a total of £40m on the pension grant. Members were reassured that West Yorkshire Fire and Rescue Authority had not been affected by these issues.

With reference to the link with external audit, it was reported that work undertaken by internal auditors would be taken into account during audits undertaken by KMPG and would be used to focus areas that required audit work.

RESOLVED

That the report be noted.

24 Draft External Audit Plan 2014 – 15

Consideration was given to a report of the Chief Finance and Procurement Officer which set out the Audit work that would be carried out on the 2014 – 15 financial statement and the basis of the audit fees.

It was reported that one particular area of focus that had been identified was the Fire station developments and their impact on, and recording in, the Authority's accounts. The development were of high value and, therefore, of potentially high risk to the Authority.

Members were advised that the audit fees of £48,107 remained unchanged from the position set out on the Audit Fee Letter and it was anticipated that these would be reduced by 25% in 2015 / 2016 once all costs associated with the devolvement of Audit Commission work had been confirmed.

Following a question from the committee the Auditor provided details of the level of materiality in relation to the 2014/2015 accounts and how this impacted on both their work and their reporting.

RESOLVED

That the report be noted.

25 IT (Information Technology) Audit Update

Members considered a report of the Director of Service Support which provided an update on the IT Procurement Audit and the IT Probity Audit which had originally received a rating of "limited assurance".

It was reported that all the recommendations from the Procurement audit had been completed and it had now been awarded 'substantial' assurance. The two remaining recommendations from the Probity audit had been implemented and it was reported that a representative from Internal Audit was due to make a formal assessment of the work that day (6 February 2015).

RESOLVED

That the report be noted.

Chair