



Minutes

Audit Committee

Date: 20 September 2013

Time: 10.30 am

Venue: Fire Service Headquarters, Birkenshaw

Present: Councillor J Cummins (Chair), M Harland (as substitute for Councillor J Dodds), L Holmes, B Smith (as substitute for Councillor A Wallis), C Townsley and A Wainwright

In Attendance: S Straker – Internal Audit, G Kettles – External Audit (KPMG)

Apologies: Councillors Dodds and Wallis

1 Minutes of the last meeting

RESOLVED

That the Minutes of the meeting held on 27 June 2013 be signed by the Chair as a correct record.

2 Urgent items

None.

3 Admission of the Public

RESOLVED

That the public and press be excluded from the meeting during consideration of the item of business specified below as it was likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public and press were present during this item, there would be disclosure to them of exempt information of the description specified.

TITLE OF REPORT	MINUTE NUMBER	Description of exempt information by reference to the paragraph number in Schedule 12A of the Local Government Act 1972.
Risk management and business continuity report	8	Paragraph 3 – Financial or business affairs

4 Declarations of Interest

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

5 Internal Audit quarterly review

The Chief Finance officer presented the internal audit quarterly review. Members were updated on a matter – currently the subject of legal proceedings.

RESOLVED

That the report be noted.

6 Statement of Accounts 2012 – 13

The Chief Finance Officer presented the Statement of Accounts 2012 – 13 for approval following completion of the audit and receipt of the Annual Governance report.

The Chief Finance Officer explained that, as part of the Audit, there had been two changes to the accounts which had been presented to the meeting in June for noting - one relating to backdated pension costs and the other relating to the pension account. Neither of these changes were material and did not impact on the overall financial position of the Authority.

The Chief Finance Officer identified the four key Statements included within the Statement of Accounts and explained their purpose and the financial position of the Authority about which Members asked a number of questions.

RESOLVED

That the Statement of Accounts 2012 – 13 be approved.

7 Annual Governance Report 2013

Mr G Kettles, (KPMG External Auditor), presented the Annual Governance Report 2013. The report confirmed that there were no unidentified errors in the accounts and that a clear opinion on the accounts would be given by the end of September 2013.

A clear opinion would also be given on Value for Money being achieved by the Authority.

RESOLVED

- (i) That the report be noted; and
- (ii) That it be confirmed that consideration and concurrence had been given to the content of the Letter of Representation; and

- (iii) That the Chair of the Committee be authorised to sign the Letter of Representation at (ii) above for delivery to the Director of External Audit.

8 Risk Management and Business Continuity report

(The item was considered as exempt information under Schedule 12A (3) of the Local Government Act 1972 – information relating to financial or business affairs)

The Senior Corporate Resources Manager presented a report detailing the Authority's Risk Management and Business Continuity arrangements for 2012 / 13 and anticipated arrangements for 2013 / 14.

RESOLVED

- (i) That the report be noted; and
- (ii) That approval be given to the current Risk Management Matrix detailed as an annex to the report now submitted.

Chair