

**WYRE FOREST DISTRICT COUNCIL  
AUDIT COMMITTEE  
THE EARL BALDWIN SUITE, DUKE HOUSE, CLENSMORE STREET,  
KIDDERMINSTER  
10TH NOVEMBER 2008 (6:00 PM)**

---

**PRESENT:**

J Holden (Chairman),	P B Harrison
K H Prosser (Vice-Chairman)	D J Millis
M Ahmed	M A Salter
A J Buckley	N J Thomas
P Dyke	

**AUD.28 Apologies for Absence**  
None were received.

**AUD.29 Appointment of Substitute Members**  
None as all Members present.

**AUD.30 Minutes**

**Agreed: That the minutes of the meeting held on 29<sup>th</sup> September 2008 be confirmed as a correct record of the meeting and signed by the Chairman.**

**AUD.31 Annual Governance Statement – Action Plan**

The Committee received the Annual Governance Statement Action Plan (copies of which had been circulated) which presented the current position in relation to the Action Plan which was developed to address the weaknesses identified within the 2007/08 Annual Governance Statement.

The Head of Financial Services outlined the content and purpose of the report. In response to questions raised, the Committee were advised that the action plan identified the actions that would be implemented over the coming year.

**Agreed: The current position of the Annual Governance Statement Action Plan for 2007/08 be noted and approved.**

### **AUD.32 Risk Management – Quarter Ended 30<sup>th</sup> September 2008**

The committee received the Risk Management Report for the Quarter ended 30<sup>th</sup> September 2008 (copies of which had been circulated). The purpose of the report was to inform Members of the 'Red Risks' included within the Corporate Risk Register for the quarter ended 30<sup>th</sup> September 2008, as detailed in appendix 1.

The Head of Financial Services outlined the content and purpose of the report and advised that an Officer Risk Management Group was in place and had met on 4 occasions.

During discussion Members raised the following points;

- There was a shortage of affordable housing
- Targeted training was required for all Members
- Ensuring the Council was engaged in appropriate partnerships

**Agreed: The “Red” Risks included within the Corporate Risk Register for the Quarter ended 30<sup>th</sup> September 2008 as detailed in the Appendix to the report, and the current progress be noted.**

### **AUD.33 Exclusion of the Press and Public**

**Agreed: That under Section 100A (4) of the Local Government Act 1972 the press and public be excluded from the meeting during the consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1 and 2 of Part 1 of Schedule 12 of the Act.**

### **AUD.34 Summary of Minutes**

The following proceedings were considered after the press and public had been excluded from the meeting. A summary of the minutes relating to those items has been made, as 'exempt information' would be disclosed if the minutes were published in full.

### **AUD.35 Internal Audit Report – Quarter Ended 30<sup>th</sup> September 2008**

The Committee received the Internal Audit Report for the Quarter ended 30<sup>th</sup> September 2008. (Copies of which had been circulated).

There being no further business the meeting closed at 18:35