

**WYRE FOREST DISTRICT COUNCIL
AUDIT COMMITTEE
THE EARL BALDWIN SUITE, DUKE HOUSE, CLENSMORE STREET,
KIDDERMINSTER
9TH NOVEMBER 2009 (6:00PM)**

Present:

Councillors: J Holden (Chairman), A J Buckley (Vice-Chairman), J Aston, P Dyke, D J Millis, F M Oborski, M A Salter, D R Sheppard, and S J Williams.

Observer:

Councillor H E Dyke.

AUD.83 Apologies for Absence

Apologies for absence were received from Councillors: K H Prosser and N J Thomas.

AUD.84 Appointment of Substitutes

Councillor D R Sheppard was appointed as a substitute for Councillor N J Thomas. Councillor S J Williams was appointed as a substitute for Councillor K H Prosser.

AUD.85 Declaration of Interests

No declarations of interest were made.

AUD.86 Minutes

Agreed: The minutes of the meeting held on 28th September 2009 be confirmed as a correct record of the meeting and signed by the Chairman.

AUD.87 External Funding Position Statement for Quarter 2, 2009

The Committee considered a report from the Regeneration Officer which informed Members of the amount of external funding being attracted into the District, and the variety of projects for which the funding was contributing towards for the benefit of the District and its residents.

Members' attention was drawn to the appendix to the report which detailed individual projects which had received external funding.

In response to a question from a Member, the Regeneration Officer advised that due to a change in the method of reporting the data, the figures could not be usefully compared to the previous year. Members were informed that due to the date of the change in reporting method, the Quarter in question might

appear to contain less instances of funding than usual, but that the subsequent month would compensate for this.

Agreed: The amount of External Funding being attracted to the District as detailed in Appendix 1 to the report be noted.

AUD.88 Annual Governance Statement - Action Plan

The Committee considered a report from the Director of Resources, which informed Members of the current position in relation to the Annual Governance Statement Action Plan, which was developed to address the weaknesses identified within 2008/09 and any outstanding issues from the previous Annual Governance Statement.

The Financial Services Manager advised Members that a previous Action Plan update and also the Internal Audit – Compliance with the CIPFA Code of Practice for Internal Audit report had preceded this update at the June meeting of the Audit Committee.

Agreed: The current position of the Annual Governance Statement Action Plan for 2008/09 be reviewed, approved, and noted.

AUD.89 Exclusion of the Press and Public

Decision: 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 they involve the likely disclosure of exempt business as defined in Paragraph 3 of Schedule 12 of the Act.

AUD.90 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.91 Exempt Minutes

Agreed: the exempt minutes of the meeting held on 28th September 2009 be confirmed as a correct record of the meeting and signed by the Chairman.

AUD.92 Internal Audit Monitoring Report Quarter Ended 30th September 2009

The Committee considered a report from the Director of Resources, which informed Members of the Internal Audit Monitoring Report for the Quarter ended 30th September 2009, as detailed in the appendix to the report.

The Financial Services Manager advised Members that there was one limited assurance item in the Internal Monitoring Report, which was a low value item and clarified that it had since been addressed.

Agenda Item No. 4

A Member queried whether a perceived improvement in performance was due to a tightening of controls. In response, the Principal Auditor advised that the Internal Audit Section sought to work with other Council departments, with the intention of other departments approaching the Internal Audit Section for advice and assistance, rather than simply criticising other departments in Audit Reports. The Principal Auditor perceived that this had led to an increase in departments seeking support and assistance, and that this had led to a dramatic improvement.

A Member praised the apparent continuing improvement in the performance of the Internal Audit Section.

The Principal Auditor advised Members of the result of a review into a previous limited assurance item, relating to Hackney Carriages. It was noted that six of the eight recommended actions had been completed, and the remaining two were impacted upon by the Worcestershire Enhanced Two Tier Working Programme. Furthermore, Members were advised that the Internal Audit Section were pleased with the measures that had been put in place, which they perceived had greatly improved the auditing system.

Furthermore, the Principal Auditor informed Members that the Internal Audit Section had a target to carry out 90% of its audit work, but was currently on track to achieve 98%. The Chairman commended the Audit Section on their performance.

Agreed: The Internal Audit Monitoring Report for the Quarter ended 30th September 2009, as detailed in the appendix to the report, be noted.

The meeting ended at 18:11 pm.