

**MINUTES  
AUDIT COMMITTEE**

**Tuesday 15 December 2015**

Councillor Paul Feeney (Chair)

Councillor Bob Collis  
Councillor Sandra Barnes  
Councillor Chris Barnfather

Councillor Jim Creamer  
Councillor Boyd Elliott

Apologies for absence: Councillor Helen Greensmith and Councillor Viv McCrossen

Officers in Attendance: D Blasdale, A Dubberley and V Rimmington

**19 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.**

Apologies for absence were received from Councillors Greensmith and McCrossen with Councillor Creamer attending as substitute.

**20 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 22 SEPTEMBER 2015.**

**RESOLVED:**

That the minutes of the above meeting, having been circulated, be approved as a correct record.

**21 DECLARATION OF INTERESTS.**

None.

**22 KPMG ANNUAL AUDIT LETTER**

Consideration was given to a report of the External Auditors, KPMG, which had been circulated prior to the meeting, setting out the Annual I Audit Letter for the 2014/15 financial year.

Members expressed their appreciation of the Finance Department for overseeing an unqualified set of accounts for the year.

**RESOLVED:**

To note the information.

**23 CORPORATE RISK SCORECARD**

The Service Manager for Audit and Asset Management presented a report, which had been circulated prior to the meeting, updating members on the current level of assurance that can be provided against each corporate risk.

**RESOLVED:**

To note the report.

**24 FOLLOW UP OF PREVIOUS AUDIT RECOMMENDATION**

The Service Manager Audit and Asset Management presented a report, which had been circulated prior to the meeting, which gave information about progress made to address actions identified from previous audit recommendations.

**RESOLVED:**

To note the report.

**25 SUMMARY OF AUDIT ACTIVITY**

The Service Manager Audit and Asset Management presented a report, which had been circulated prior to the meeting, giving details of audit activity for the period ending December 2015.

**RESOLVED:**

To note the information.

**26 ANNUAL AUDIT PLAN**

The Service Member Audit and Asset Management presented a report, which had been circulated prior to the meeting, which provided members with information about proposed audit plans for the 2016/17 year.

**RESOLVED:**

To note the proposed Audit Plan for 2016/17.

**27 TERMS OF REFERENCE - ANNUAL REVIEW**

The Service Manager Audit and Asset Management presented a report, which had been circulated prior to the meeting, giving the terms of reference for the Audit Committee.

**RESOLVED:**

To agree that the current terms of reference for the Audit Committee are appropriate.

**28**

**ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.**

None.

The meeting finished at 6.35 pm

Signed by Chair:  
Date: