



Audit and Risk Management Committee

Date: TUESDAY, 25 JUNE 2013

Time: 1.45pm

Venue: COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

Members:

Alderman Nick Anstee	Ray Catt (Ex-Officio Member)
Nigel Challis	Roger Chadwick (Ex-Officio Member)
Revd Dr Martin Dudley	Hugh Morris (Ex-Officio Member)
Deputy Robin Eve	Kenneth Ludlam (External Member)
Jamie Ingham Clark	Caroline Mawhood (External Member)
Oliver Lodge	Hilary Daniels (External Member)
Alderman Ian Luder	
Jeremy Mayhew	
Jeremy Simons	

Enquiries: Julie Mayer
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Lunch will be served in Guildhall Club at 1PM

John Barradell
Town Clerk and Chief Executive

AGENDA

Part 1 - Public Agenda

1. **APOLOGIES**
2. **DECLARATIONS BY MEMBERS OF ANY PERSONAL OR PREJUDICIAL INTERESTS IN RESPECT OF ITEMS ON THIS AGENDA**
3. **ORDER OF THE COURT OF COMMON COUNCIL - 25 APRIL 2013**

For Information
(Pages 1 - 2)
4. **ELECTION OF CHAIRMAN**

For Decision
5. **ELECTION OF DEPUTY CHAIRMAN**

For Decision
6. **MINUTES**

To agree the public minutes and non-public summary of the meeting held on 5 March 2013

For Decision
(Pages 3 - 10)
7. **OUTSTANDING ACTIONS OF THE COMMITTEE**

Report of the Town Clerk

For Information
(Pages 11 - 14)
8. **STRATEGIC RISK 11 - POND EMBANKMENT FAILURE**

Joint report of the City Surveyor and Director of Open Spaces.

For Information
(Pages 15 - 30)
9. **STRATEGIC RISK 9 - HEALTH AND SAFETY RISK**

Report of the Director of HR

For Information
(Pages 31 - 34)
10. **STRATEGIC RISK 16 - DATA PROTECTION**

Report of the Town Clerk

For Information
(Pages 35 - 44)

11. **FOSTERING INSPECTION**
Report of the Director of Community and Children's Services

For Information
(Pages 45 - 74)
12. **SUMMARY OF INSPECTIONS BY HM INSPECTOR OF CONSTABULARIES**
Report of the Commissioner of Police

For Information
(Pages 75 - 88)
13. **RISK MANAGEMENT UPDATE REPORT, INCLUDING THE STRATEGIC RISK REGISTER**
Report of the Chamberlain

For Information
(Pages 89 - 118)
14. **PUBLIC SECTOR INTERNAL AUDIT STANDARDS**
Report of the Chamberlain

For Information
(Pages 119 - 166)
15. **INTERNAL AUDIT RECOMMENDATIONS FOLLOW-UP REPORT**
Report of the Chamberlain

For Information
(Pages 167 - 176)
16. **INTERNAL AUDIT UPDATE REPORT**
Report of the Chamberlain

For Information
(Pages 177 - 200)
17. **HEAD OF INTERNAL AUDIT ANNUAL REPORT**
Report of the Chamberlain

For Information
(Pages 201 - 214)
18. **ANTI FRAUD AND CORRUPTION UPDATE REPORT**
Report of the Chamberlain

For Decision
(Pages 215 - 232)

19. **LOCAL AUDIT AND ACCOUNTABILITY BILL**

Report of the Remembrancer

For Information
(Pages 233 - 236)

20. **ANNUAL GOVERNANCE STATEMENT**

Joint report of the Town Clerk and Chamberlain

For Decision
(Pages 237 - 270)

21. **AUDIT OF CITY FUND**

Report of the Chamberlain

For Information
(Pages 271 - 280)

22. **COMMITTEE WORK PROGRAMME**

Report of the Town Clerk

For Information
(Pages 281 - 282)

23. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

24. **ANY OTHER BUSINESS WHICH THE CHAIRMAN CONSIDERS URGENT**

25. **EXCLUSION OF THE PUBLIC**

RESOLVED: That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part I of the Schedule 12A of the Local Government Act.

Part 2 - Non-Public Agenda

26. **NON-PUBLIC MINUTES OF THE PREVIOUS MEETING**

To agree the Non-Public minutes of the meeting held on 5 March 2013

For Decision
(Pages 283 - 284)

27. **NON AUDIT FEES**

Report of the Chamberlain

For Decision
(Pages 285 - 290)

28. **UPDATE ON FRAUD INVESTIGATIONS**

Report of the Chamberlain

For Information
(Pages 291 - 298)

29. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

30. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

Confidential Agenda

31. **CASH HANDLING AND BANKING AUDIT - INTERIM REPORT**

Report of the Chamberlain

For Decision
(Pages 299 - 304)