

Minutes of the Audit Committee

7th June, 2010, at 10.30 am
at Fire Service Headquarters, Birmingham

Present: Councillor Turner (Chair);
Councillor M Robinson (Vice-Chair);
Councillors Skinner and Spence.

Apology: Mr Ager (Independent Member).

24/10 **Minutes**

Resolved that the minutes of the meeting held on 29th March 2010 be approved as a correct record.

25/10 **Governance Statement 2009/2010**

The Committee considered the draft Governance Statement for 2009/10.

Resolved to recommend to the Authority that the Governance Statement 2009/10 be adopted.

26/10 **Audit Opinion Plan 2009/2010**

The Committee noted the Audit Commission's approach to the opinion audit and the key milestones and deadlines for 2010/11 as set out in the Audit Opinion Plan.

An action plan of issues that needed to be addressed by the Authority was submitted.

The Director of Finance and Procurement clarified for Members the controls in place for checking journals below £10k.

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27/10 Annual Internal Audit Report 2009/2010

The Committee considered the Annual Internal Audit Report for 2009/10 which summarised the audit work undertaken during the year; any recommendations made as the result of each review; an indication of any other work undertaken outside the original audit plan; and gave a summary of the key control issues that arose during the year. The report indicated that Internal Audit could provide reasonable assurance that the Authority had adequate and effective governance, risk management and internal control processes. This was an unqualified opinion and was the highest level of assurance available to Audit Services.

Resolved that the annual Internal Audit Report 2009/10 be approved.

28/10 Benchmarking the Fire Authority against Chartered Institute for Public Finance and Accountancy's (CIPFA) Red Book 2 – Managing the Risk of Fraud

Further to Minute No. 28/09 (8th June 2009), the Committee noted that all actions arising from the self assessment against CIPFA's Red Book 2 – Managing the Risk of Fraud had been completed.

29/10 Monitoring Policies on Raising Concerns at Work – Whistle Blowing Standing Order 2/20

The Committee noted the content of the Brigade's Whistle Blowing Standing Order 02/20, which was last revised in March 2008.

The Committee also noted that there had been two incidents of whistle blowing in the last year up to 30th April 2010, one of which was currently being investigated.

30/10 Annual Report of the Audit Committee 2009/2010

The Committee considered a draft annual report which had been prepared by the Chairman for submission to the Authority.

The Committee noted that three of its current Members would not be returning to the Authority in the next municipal year. The Chairman thanked all Members on the Committee for their input and support to the work of the Committee during the year.

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Resolved that the Annual Report of the Audit Committee 2009/10 be submitted to the Authority.

31/10 Work Programme 2009/10

The Committee noted the work programme for the remainder of 2009/10.

Date and time of next meeting

Monday 21st June 2010 at 11.00am – Workshop for Members on Statement of Accounts and training on the Assurance Framework.

Date of next ordinary meeting to be confirmed.

(The meeting ended at 11.30am)

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