



## AUDIT COMMITTEE

13 January 2015

### PRESENT:

#### Directors

George Clark (Chair)  
Robert Buckley  
Mick Davison  
Helen Hall  
Joachim Moussouanda Mouanda

#### Advisers

Jon Mallen-Beadle	Managing Director
Natalie Hewitt	Head of Corporate Services
Kevin Johnson	Head of Customer Services
David Johnson	Chief Internal Auditor, Gateshead Council
Deborah Clark	Internal Audit Manager, Gateshead Council
Stuart Gibson	Governance and Risk Officer

#### Apologies

Peter Mole

### 26 MINUTES

The minutes of the meeting of the committee held on 30 June 2014 were approved as a correct record.

### 27 OPERATIONAL RISK REGISTER

An updated Operational Risk Register for the Corporate Services and Customers & Communities Directorates was submitted.

Registers detailing exactly what changes have been made will be posted on the Board Members website.

Three risks have been reduced to 'green' risks and will be removed from the register and monitored internally. Details of these were reported.

The committee felt that there should be a risk around the adverse weather conditions. It was noted that this was addressed through the Business Continuity Plan.

RESOLVED – That the updated Operational Risk Register for Corporate Services and Customers & Communities Directorate be approved.

## **28 INTERNAL AUDIT PLAN 2014/15 – PROGRESS REPORT**

Progress made by the Internal Audit Service against the audit plan for the financial year 2014/15 was reported.

As at 31 December 2014, ten final reports and two draft reports have been issued and three further audits are currently in progress.

Concern was expressed whether all the outstanding audits would be completed by the end of the financial year. The Chief Internal Audit was confident they would all be completed in time.

Concern was again raised about the high priority audits being at end of the year and more likely to be the ones that would slip into the following year. It was noted that the problem was that most of the high priority audits were carried out annually.

RESOLVED – That the information be noted.

## **29 ITEMS FOR FUTURE AGENDAS**

RESOLVED – (i) That risk management training be delivered by the Council's Internal Audit and if possible this be tied in with similar training it is delivering to members of the Council's Audit Committee.

(ii) That a Forward Plan be brought as a standing item to future meetings of the committee.

## **30 DATE AND TIME OF NEXT MEETING**

To be confirmed.

## **31 EXCLUSION OF THE PRESS AND PUBLIC**

RESOLVED – That the press and public be excluded from the meeting during consideration of the remaining business in accordance with Category 4 of the Company's Access to Information Rules.