Date of meeting Monday, 17th February, 2014

Time 7.00 pm

Venue Training Room 1 - Civic Offices, Merrial Street,

Newcastle-under-Lyme, Staffordshire, ST5 2AG

Contact Julia Cleary

# **Audit and Risk Committee**

## **AGENDA**

### PART 1 - OPEN AGENDA

#### 1 DECLARATIONS OF INTEREST

To receive Declarations of Interest from Members on items included in the agenda

2 Apologies

3 MINUTES OF PREVIOUS MEETINGS

(Pages 1 - 4)

To consider the minutes of the previous meeting held on 18<sup>th</sup> November 2013.

4	Corporate Risk Management Report	(Pages 5 - 10)
5	Collection of Council Tax	(Pages 11 - 14)
6	Certification of Work Report 2012/2013	(Pages 15 - 20)
7	Internal Audit Progress Report Quarter 3	(Pages 21 - 30)
8	Adoption of Internal Audit High Risk Recommendations and Summary of Assurance	(Pages 31 - 36)
9	Internal Audit Plan 2014/2015	(Pages 37 - 52)
10	Internal Audit Charter	(Pages 53 - 70)

#### 11 URGENT BUSINESS

To consider any business which is urgent within the meaning of Section 100B(4) of the Local Government Act 1972

Members: Councillors Waring (Chair), Loades (Vice-Chair), Mrs Peers, Mrs Cornes,

Hambleton, Taylor.J and Mrs Rout

PLEASE NOTE: The Council Chamber and Committee Room 1 are fitted with a loop system. In addition, there is a volume button on the base of the microphones. A portable loop system is available for all other rooms upon request.

Members of the Council: If you identify any personal training/development requirements from any of the items included in this agenda or through issues raised during the meeting, please bring them to the attention of the Democratic Services Officer at the close of the meeting.

<u>Meeting Quorums :-</u> 16+= 5 Members; 10-15=4 Members; 5-9=3 Members; 5 or less = 2 Members.

Officers will be in attendance prior to the meeting for informal discussions on agenda items.