

Audit Committee



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| Date | Thursday 10 January 2008 |
| Venue | Town Hall, Lytham St Annes |
| Committee members | John Coombes, Paul Rigby, Keith Hyde, John Singleton, Kathleen Harper, Elizabeth Oades and Louis Rigby |
| Other Councillors | Fabian Craig-Wilson |
| Officers | Phillip Woodward, Brian White, Savile Sykes and Tracy Scholes |
| Others | Audit Commission |

1. Declarations of interest

Members were reminded that any personal/prejudicial interests should be declared as required by the Council's Code of Conduct adopted in accordance with the Local Government Act 2000.

Councillor Fabian Wilson declared a personal interest in the part of the Interim Internal Audit Report relating to special investigations.

2. Confirmation of minutes

RESOLVED: To approve the minutes of the Audit Committee meeting held on 27 September 2007 as a correct record for signature by the chairman subject to the minutes correctly reflecting the attendance of Councillor Paul Rigby at the previous meeting.

3. Substitute members

Councillor Fabian Craig-Wilson substituted for Councillor Simon Renwick.

4. Follow Up Reports 2007-08 (Update)

Savile Sykes (Head of Internal Audit) presented the updates on the follow up reports. At its meeting in September 2007 the committee considered the Internal Audit Interim report for first half of 2007/08. The Head of Internal Audit requested to update members on the follow up reviews completed in the current year and to obtain revised target dates for outstanding actions, in particular for the Purchase Card audit.

RESOLVED - To note the latest position with regard to follow up reviews completed to date during 2007/08.

5. Follow Up Reports 2006/07 (Update 2)

Savile Sykes (Head of Internal Audit) presented the updates on the follow up reports. At its meeting in June 2007 the committee considered the Internal Audit Annual Report for

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2006/07. The Head of Internal Audit was requested to remind managers of the recommendations they had agreed to implement and to provide a further report outlining the number of recommendations still outstanding.

RESOLVED - To note the latest position with regard to each of the agreed Internal Audit recommendations not implemented by management during 2006/07.

6. Special Investigation (Update)

Savile Sykes (Head of Internal Audit) reported that at its meeting in September 2007 the committee considered the Internal Audit Interim Report for first half of 2007/08. The Head of Internal Audit was requested to report back on a particular case outlining the findings of the disciplinary hearing and drawing the attention of the Audit Committee to any supplementary control measures that needed to be addressed as a result of the investigation.

RESOLVED: To note the position with regard to special investigation under consideration.

7. Audit Plan 2007-08 Amendment

Savile Sykes (Head of Internal Audit) presented a report that outlined factors affecting the achievement of the plan and set out a number of amendments that reflected the current situation.

RESOLVED: To note the latest position with regard to the Internal Audit Plan and the amendments to it.

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