

## Revised Agenda

**Meeting: Audit Committee**

**Venue: Grand Meeting Room, County Hall,  
Northallerton**

**Date: Thursday 25 June 2015 at 1.30 pm**

**Note: Members are invited to attend a seminar concerning the role of the Audit Committee at 12.30 pm in the Grand Meeting Room.**

Recording is allowed at County Council, committee and sub-committee meetings which are open to the public. Please give due regard to the Council's protocol on audio/visual recording and photography at public meetings, a copy of which is available to download below. Anyone wishing to record is asked to contact, prior to the start of the meeting, the Officer whose details are at the foot of the first page of the Agenda. We ask that any recording is clearly visible to anyone at the meeting and that it is non-disruptive. <http://democracy.northyorks.gov.uk/>

### Business

1. Election of Chairman.
2. Minutes of the meeting held on 5 March 2015.
3. Election of Vice-Chairman.

(Pages 1 to 6)

**4. Public Questions or Statements.**

Members of the public may ask questions or make statements at this meeting if they have given notice to Ruth Gladstone of Democratic Services (*contact details below*) by midday on Monday 22 June 2015. Each speaker should limit themselves to 3 minutes on any item. Members of the public who have given notice will be invited to speak:-

- at this point in the meeting if their questions/statements relate to matters which are not otherwise on the Agenda (subject to an overall time limit of 30 minutes);
- when the relevant Agenda item is being considered if they wish to speak on a matter which is on the Agenda for this meeting.

If you are exercising your right to speak at this meeting, but do not wish to be recorded, please inform the Chairman who will instruct those taking a recording to cease while you speak.

- 5. Progress on Issues Raised by the Committee** – Joint report of the Corporate Director – Strategic Resources and the Assistant Chief Executive (Legal and Democratic Services).

**(Pages 7 to 8)**

- 6. Annual Report of the Head of Internal Audit.**

**(Pages 9 to 26)**

- 7. Internal Audit Plan for 2015/16** - Report of the Head of Internal Audit.

**(Pages 27 to 48)**

- 8. Corporate Governance** - Report of the Corporate Director – Strategic Resources.

**(Pages 49 to 102)**

- 9. Internal Audit Work / Internal Control Matters for the Children and Young People's Services Directorate:-**

- (a) Report of the Head of Internal Audit.

**(Pages 103 to 114)**

- (b) Report of the Corporate Director – Children and Young People's Service Directorate.

**(Pages 115 to 138)**

- 10. Risk Management – Progress** - Report of the Corporate Director – Strategic Resources.

**(Pages 139 to 159)**

- 11. Business Continuity – Update** - Report of the Corporate Director – Strategic Resources.

**(Pages 160 to 162)**

- 12. Programme of Work** – Report of the Corporate Director – Strategic Resources.

**(Page 163)**

**13. Other business which the Chairman agrees should be considered as a matter of urgency because of special circumstances.**

Barry Khan  
Assistant Chief Executive (Legal and Democratic Services)

County Hall  
Northallerton

17 June 2015

**Notes:**

- (a) Members are reminded of the need to consider whether they have any interests to declare on any of the items on this agenda and, if so, of the need to explain the reason(s) why they have any interest when making a declaration.

The relevant Democratic Support Officer or Monitoring Officer will be pleased to advise on interest issues. Ideally their views should be sought as soon as possible and preferably prior to the day of the meeting, so that time is available to explore adequately any issues that might arise.

(b) **Emergency Procedures for Meetings**

**Fire**

The fire evacuation alarm is a continuous Klaxon. On hearing this you should leave the building by the nearest safe fire exit. From the **Grand Meeting Room** this is the main entrance stairway. If the main stairway is unsafe use either of the staircases at the end of the corridor. Once outside the building please proceed to the fire assembly point outside the main entrance

Persons should not re-enter the building until authorised to do so by the Fire and Rescue Service or the Emergency Co-ordinator.

An intermittent alarm indicates an emergency in nearby building. It is not necessary to evacuate the building but you should be ready for instructions from the Fire Warden.

**Accident or Illness**

First Aid treatment can be obtained by telephoning Extension 7575.

# AUDIT COMMITTEE

## 1. Membership

<b>County Councillors (8)</b>							
	<i>Councillors Names</i>				<i>Political Party</i>		
1	ATKINSON, Margaret				Conservative		
2	BAKER, Robert				Conservative		
3	BROADBENT, Eric				Labour		
4	CLARK, Jim				Conservative		
5	FORT, John BEM				Conservative		
6	GRANT, Helen				NY Independent		
7	HOULT, Bill				Liberal Democrat		
8	JORDAN, Mike				Conservative		
<b>Members other than County Councillors (3)</b>							
1	PORTLOCK, David						
2	MARSH, David						
3	Vacancy						
<b>Total Membership – (11)</b>				<b>Quorum – (3 ) County Councillors</b>			
Con	Lib Dem	NY Ind	Labour	Liberal	UKIP	Ind	Total
5	1	1	1	0	0	0	

## 2. Substitute Members

<b>Conservative</b>		<b>Liberal Democrat</b>	
	<i>Councillors Names</i>		<i>Councillors Names</i>
1	VACANCY	1	De COURCEY-BAYLEY, Margaret-Ann
2	HARRISON-TOPHAM, Roger	2	
3	SANDERSON, Janet	3	
4	METCALFE, Chris	4	
5		5	
<b>NY Independent</b>		<b>Labour</b>	
	<i>Councillors Names</i>		<i>Councillors Names</i>
1	BLACKIE, John	1	SHAW-WRIGHT, Steve
2	JEFFERSON, Janet	2	
3		3	
4		4	
5		5	