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## **AUDIT COMMITTEE**

**DATE: FRIDAY 11 DECEMBER, 2009**

**TIME: 10.00 A.M.**

**PLACE: COUNCIL HOUSE, PLYMOUTH (NEXT TO THE CIVIC CENTRE)**

### **Members –**

Councillor Sam Leaves, Chair.  
Councillor Vincent, Vice-Chair.  
Councillors Stark, Thompson and Tuohy.

### **Independent Members –**

Mr. R. Clarke, Ms. L. Myles and Mr. I. Stewart.

### **Substitutes -**

Any Members other than a Member of the Cabinet may act as a substitute member provided that they do not have a personal and prejudicial interest in the matter under review.

***Members are invited to attend the above meeting to consider the items of business overleaf***

***Members and Officers are requested to sign the attendance list at the meeting.***

**BARRY KEEL**  
**CHIEF EXECUTIVE**

**AUDIT COMMITTEE**  
**PART I (PUBLIC COMMITTEE)**

**AGENDA**

**1. APOLOGIES**

To receive apologies for non-attendance submitted by Committee Members.

**2. DECLARATIONS OF INTEREST**

Members will be asked to make any declarations of interest in respect of items on this agenda.

**3. MINUTES**

**(Pages 1 - 6)**

To confirm the minutes of the meeting held on 25 September, 2009.

**4. CHAIR'S URGENT BUSINESS**

To receive reports on business which, in the opinion of the Chair, should be brought forward for urgent consideration.

**5. OPERATIONAL RISK MANAGEMENT - UPDATE REPORT**

**(Pages 7 - 14)**

The Director for Corporate Support will submit an update report on Operational Risk Management.

**6. OPERATIONAL RISK MANAGEMENT - COMMUNITY SERVICES DIRECTORATE**

The Director for Community Services will provide a verbal update on Operational Risk Management.

**7. INTERNATIONAL FINANCIAL REPORTING STANDARDS (IFRS) TRANSITION PROJECT - PROGRESS REPORT**

**(Pages 15 - 20)**

The Director for Corporate Support will submit a progress report on the IFRS Transition Project.

**8. AUDIT COMMITTEE WORK PROGRAMME**

**(Pages 21 - 24)**

The Assistant Head of Devon Audit Partnership will submit the Audit Committee's Work Programme for 2009/10.

**9. ANNUAL AUDIT LETTER 2008/09**

**(Pages 25 - 44)**

The City Council's External Auditor, Grant Thornton, will submit the Annual Audit Letter.

**10. USE OF RESOURCES 2009 - FINDINGS AND CONCLUSIONS (Pages 45 - 100)**

The City Council's External Auditor, Grant Thornton, will submit the Use of Resources Report for 2009.

**11. PLYMOUTH CITY COUNCIL'S USE OF RESOURCES ACTION PLAN**

The Director for Corporate Support will present the Use of Resources Action Plan.

**12. AUDIT PLAN - PROGRESS REPORT (Pages 101 - 102)**

The City Council's External Auditor, Grant Thornton, will submit a progress report on the Audit Plan.

**13. PROJECT MANAGEMENT ARRANGEMENTS (To Follow)**

The City Council's External Auditor, Grant Thornton, will report on Project Management Arrangements.

**14. EXEMPT BUSINESS**

To consider passing a resolution under Section 100A(4) of the Local Government Act 1972 to exclude the press and public from the meeting for the following item(s) of business on the grounds that it (they) involve the likely disclosure of exempt information as defined in paragraph(s) 3 of Part 1 of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

**PART II (PRIVATE COMMITTEE)**

**AGENDA**

**MEMBERS OF THE PUBLIC TO NOTE**

that under the law, the Committee is entitled to consider certain items in private. Members of the public will be asked to leave the meeting when such items are discussed.

**15. INTERNAL AUDIT - 6-MONTHLY PROGRESS REPORT (Pages 103 - 126) (E3)**

The Assistant Head of Devon Audit Partnership will submit the 6-monthly Internal Audit Progress Report.