

# **LOUTH COUNTY COUNCIL**

## ***Audit Committee***

**Minutes of Meeting held in County Hall, Dundalk on Monday 24<sup>th</sup> January 2011 at 2.30pm**

### **In Attendance:**

**Committee Members:** Philip Byrne (Chairman)  
Richard Bowden  
Cllr. Frank Maher  
Cllr. Jim Lennon

**Officials:** Paddy Donnelly, Meeting Administrator  
Joe McGuinness, Director of Services  
Bernie Woods, Head of Finance

**Apologies:** Conn Murray, County Manager  
Billy Doyle

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### **1. Minutes**

The minutes of meeting held on 23<sup>rd</sup> November 2010 were agreed on the proposal of Cllr. J. Lennon and seconded by Cllr. F. Maher.

### **2. Matters Arising**

The Chairman, Dr. Philip Byrne raised the matter of the Committee Report to Council which he presented to the December 2010 meeting. He advised the members of the appreciation and thanks of the Council Members to the members of the Audit Committee for their work to date. He highlighted two issues that were raised on foot of the report, contracting Internal Audit Services and PR Consultation. Members agreed that such issues would be addressed in the course of the Committee work in 2011.

### **3. Review of the Committee Work to Date**

The Chairman reviewed in brief the areas and issues addressed by the Committee in 2010. These included:-

- Risk management
- Financial controls
- Internal Audit function
- Operation Team template
- Anti-fraud/Corruption Strategy

#### **4. Audit Schedule for 2011**

Members discussed in broad terms a work programme for 2011 and summarised same as follows:-

- VFM including procurement procedures
- Internal controls
- Corporate Risk Register

Members sought clarification on the role of the committee in engaging with the company who will be awarded the Internal Audit contract.

Documentation in regard to same to be circulated to the members and the Internal Audit Team representative together with the Local Government Auditor would be included for the March meeting of the Committee.

#### **5. Meeting Schedule 2011**

The following schedule of meetings was agreed:-

- Wednesday 2<sup>nd</sup> March at 2.30 pm
- Monday 9<sup>th</sup> May at 2.30pm
- Monday 11<sup>th</sup> July at 2.30pm
- Monday 12<sup>th</sup> September at 2.30pm
- Monday 14<sup>th</sup> November at 2.30pm
- Monday 12<sup>th</sup> December at 2.30pm

That concluded the meeting.

**Confirmed at Meeting held on:** \_\_\_\_\_

**Signed:** \_\_\_\_\_  
**Chairman**

**Signed:** \_\_\_\_\_  
**Meetings Administrator**