

## LOUTH COUNTY COUNCIL

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### *Audit Committee*

Minutes of the Meeting of Louth County Council Audit Committee held in Mellifont Room, County Hall, Dundalk on Monday 28<sup>th</sup> May, 2018 at 2.00 p.m.

**In attendance:**

- Dr. Philip Byrne (Chairman)
- Cllr. Kevin Callan
- Cllr. Conor Keelan
- Mr. Billy Doyle
- Mr. Richard Bowden
- Mr. Alan Sherry, Senior Executive Officer.
- Mr. Joe McGuinness, Director of Services
- Mr. Willie Walsh, A/Director of Services

**Apologies:** Ms. Emer O’Gorman, Director of Services.

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### **1. Minutes**

The minutes of the meeting held on 29<sup>th</sup> March, 2018 were confirmed on the proposal of Cllr. Kevin Callan and seconded by Cllr. Conor Keelan.

### **2. Matter Arising from the Minutes**

- A presentation and brief summary of the main points of the revenue budget for 2018 was requested for the next meeting.
- It was requested that the CEO attend the next meeting of the committee.

- It was agreed to review the inventory of internal audit reports circulated to the members and ensure all reports from 2016 and 2017 were detailed and that the comment field was updated and if possible related to the risk register.
- The need for a risk management policy was emphasised and it was requested that it should be circulated to the committee.
- It was requested that the risk register be circulated to the committee.
- Any minutes or report in relation to the meeting of NOAC and the senior management team was requested to be circulated to the committee.
- Details in relation to the bramble lodge property were requested.

### **3. Conflicts of Interest**

The Chairman, Dr. Philip Byrne offered the members an opportunity to raise at this point any matters where they felt there would be a conflict of interest in regard to items listed on the agenda. There were no conflicts noted.

### **4. Management of Claims Risk Internal Audit Report**

Jonathan Buick of ASM highlighted the main points of the report and Willie Walsh answered questions from the members. The committee noted the report.

### **5. Procurement & Contract Management Internal Audit Report**

Jonathan Buick of ASM highlighted the main points of the report and Alan Sherry answered questions from the members. The committee noted the report and expressed their concern at the findings of a second audit in relation to procurement and suggested the Chair write to the Chief Executive in relation to the matter.

### **6. Audit Reports Update**

The committee noted the report circulated by ASM

### **7. Risk Register**

Joe McGuinness, Director of Services gave a presentation to the members in relation to his directorate and answered questions from the members.

### **8. AOB**

It was agreed to hold the next meeting on Thursday, 9<sup>th</sup> August at 2.00 pm.

That concluded the business of the meeting.

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

Chairman: \_\_\_\_\_

Meetings Administrator \_\_\_\_\_