

## **AUDIT COMMITTEE – 29 FEBRUARY 2012**

### **TIMING OF MEETINGS**

#### **Report by County Solicitor and Monitoring Officer**

#### **Introduction**

1. This report seeks the Committee's approval for an alteration in the timing of the Committee from Wednesdays at 11.00 a.m. to a new time of Wednesdays at 2.00 p.m.
2. The work of the Audit Committee is of particular significance to the Council, providing a direct overview of the Council's audit, governance, risk and control arrangements. Consequently the Committee is necessarily supported by the Council's chief officers, principally the Chief Finance Officer and the Monitoring Officer.
3. At present the Committee meets six times a year on a Wednesday morning. The County Council's senior management team meets every week at this time. Both the County Council Management Team and the Audit Committee require the continued focus and support of the Council's Chief Officers.
4. Consequently, it is suggested that the efficiency of the Council's strategic management and of its control arrangements would be enhanced by avoiding any clash between these meetings. This would ensure the continuation of dedicated advice and support.

#### **Proposal**

5. The Committee is therefore invited to consider amending the start time of its meetings from the morning to the afternoon. This would avoid the need for either body to amend its day of meeting. The Committee could, for instance, commence at 2.00 p.m. on Wednesdays with no other amendment needed to the meetings calendar. In addition, the informal briefings where officers provide members with briefings and updates on key issues would take place from 1.00 – 2.00 p.m..
6. If this is amenable to the Committee, it is suggested that this new arrangement should commence with the meeting on 18 April 2012 which would therefore commence at 2.00 p.m. It is not considered that this would have any adverse impact on the ability of the public or professional advisers to attend. Nor would it prevent the holding of occasional briefings to the Committee or conflict with other meetings of the Council.

## **RECOMMENDATION**

- 7. The Committee is RECOMMENDED to agree, and to RECOMMEND to Council, that future meetings of Audit Committee should take place in the afternoon from 2.00 p.m.**

Peter G Clark  
County Solicitor and Monitoring Officer

Background papers: Nil

Contact Officer: Peter Clark

February 2012