

## 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 2<sup>nd</sup> November, 2017 at 2.00 p.m.

**In attendance:** Dr. Philip Byrne (Chairman)  
Mr. Richard Bowden  
Cllr. Kevin Callan  
Ms. Emer O’Gorman, Director of Services.  
Mr. Alan Sherry, Senior Executive Officer.  
Mr. Brian Clerkin, ASM  
Mr. Jonathon Buick, ASM

**Apologies:** Cllr. Conor Keelan and Mr. Billy Doyle

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### **1. Appointment of Internal Auditors**

Brian Clerkin and Jonathon Buick from ASM, the new auditors for the Council, introduced themselves and outlined some of the previous experience of the company in relation to auditing. They outlined the plan for the rest of the year which was noted by the members.

### **2. Minutes**

The minutes of the meeting held on 11<sup>th</sup> September, 2017 were confirmed on the proposal of Richard Bowden and seconded by Dr. Philip Byrne.

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

- On the issue of ethics Dr. Byrne said that the IPA could provide training if necessary.

- Emer O’Gorman informed the members that she was working on a spreadsheet detailing the recommendation of audits previously carried out and would distribute it as soon as possible. Dr. Byrne pointed out that Dun Laoghaire Rathdown County council were using some very effective software in relation to this issue.

#### **4. 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.

#### **5. Risk Register – Finance Department**

Bernie Woods, Head of Finance informed the members that work had just begun on the business unit level risk register. She answered queries from the members and also undertook to provide the members with a brief summary of the procedures and protocols of the Finance Department. It was also requested that a single page summary of the key financial risks of the organisation be provided.

#### **6. Budget Update**

Bernie Woods, Head of Finance updated the members on the preparation of the 2018 budget.

It was also agreed to invite Paddy McCabe, Local Government Auditor to the next meeting to discuss the 2016 audit.

#### **7. AOB**

Members were reminded to complete the self-assessment survey and return it to Alan Sherry for collation.

It was agreed to hold the next meeting on Monday, 22<sup>nd</sup> January, 2018 at 2.00 pm.

That concluded the business of the meeting.

Confirmed at Meeting held on :

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Chairman:

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Meetings Administrator

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