

Agenda



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Date: 27 November 2007

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A meeting of the

Audit and Corporate Governance Committee

Will be held on **WEDNESDAY 5 december 2007**

AT 6.00pm

Council Chamber, Council Offices, Crowmarsh Gifford

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Members of the Audit and Corporate Governance Committee

Mr P Greene (Chairman)

Ms F Aska	Mr D Bretherton	Mrs M Davies	Mr C Hood
Ms J Bland	Mrs J Carr	Mr M Harris	Mr R Peasgood
Mr F Bloomfield	Mr P Cross	Mr P Harrison	Ms A Purse

Substitutes:

<i>Mrs S Cooper</i>	<i>Mr A Hodgson</i>	<i>Mrs J Murphy</i>	<i>Mrs P Tomlinson</i>
<i>Mr T Harbour</i>	<i>Mr I Lokhon</i>	<i>Mr J Nowell-Smith</i>	<i>Mr D Turner</i>

1. **Apologies**
2. **Declarations of interest**
3. **Minutes 26 September 2007**

Minutes previously circulated

ITEMS TO BE CONSIDERED WITH THE PUBLIC PRESENT

4. **Internal audit management report quarter 3**

Purpose: to report on management issues; to summarise the progress of internal audit against the 2007/2008 audit plan and to summarise the priorities and planned audit work for 2007/2008 quarter 4. The Committee is asked to note the report. **(report attached)**

5. **Internal audit activity report**

Purpose: to summarise the outcomes of recent internal audit activity for the Committee to consider. The Committee is asked to review the report and the main issues arising, and seek assurance that action has been or will be taken where necessary. **(report attached)**

6. **Internal audit charter**

Purpose: to present the internal audit charter which sets out the definition and purpose of the internal audit function, where the internal audit function derives its authority from, its rights of access and the responsibilities of the function. The Committee is asked to review the report and approve the internal audit charter. **(report attached)**

7. **Financial management systems issues**

Purpose: to provide an update on financial management systems issues. **(report to follow)**

8. **Annual governance report – final**

Purpose: to consider the Audit Commission's final report to those charged with governance summarising the conclusions from its audit work. The Committee reviewed the draft report at its September 2007 meeting. **(report attached)**

9. **Delivering good governance in local government**

Purpose: to note performance against the measures set out in the code of corporate governance assurance spreadsheet and, if necessary, seek further assurances to enable the Committee to approve the *Annual Governance Statement* at its March 2008 meeting and to give an overview of *future* governance arrangements following publication of the framework “Delivering Good Governance in Local Government” in July 2007. **(report and appendix attached)**

MARGARET REED

Head of Legal and Democratic Services