

# Agenda



Listening Learning Leading

Contact Officer: Kathy Fiander

Tel: 01491 823649

Fax: 01491 823658

E-mail: [kathy.fiander@southoxon.gov.uk](mailto:kathy.fiander@southoxon.gov.uk)

Date: 21 June 2010

Website: [www.southoxon.gov.uk](http://www.southoxon.gov.uk)

## A MEETING OF THE

# Audit & Corporate Governance Committee

WILL BE HELD ON TUESDAY 29 JUNE 2010 AT 6.00PM

COUNCIL CHAMBER, COUNCIL OFFICES, CROWMARSH GIFFORD

Mrs F Aska  
Mr P Cross  
Mr P W D Greene

Mr P Harrison  
Ms E Hodgkin  
Mr R Peasgood

Ms A Purse

### Substitutes:

*Ms J Bland  
Mr D Bretherton  
Mrs S Cooper*

*Mr T Harbour  
Mr A Hodgson  
Mrs J Nimmo-Smith*

*Mr D Turner*

**If you would like a copy of these papers in large print, Braille or audio cassette or have any other special requirements (such as access facilities) please contact the officer named on this agenda. Please give as much notice as possible before the meeting.**

## **1. Apologies**

## **2. Election of Chairman for the municipal year 2010/11**

## **3. Election of Vice Chairman for the municipal year 2010/11**

## **4. Declarations of interest**

## **5. Minutes, 23 March 2010**

Purpose: to comment on the accuracy of the minutes of the meeting dated 23 March 2010, and approve them (**minutes attached**)

## **6. Business continuity update**

Purpose: to provide an update on the council's business continuity arrangements and approve the revised reporting frequency of business continuity including risk management updates (**report attached**)

## **7. Internal Audit annual report 2009/2010**

Purpose: to report on the work of Internal Audit in the year ended 31 March 2010, and to advise the committee of the Audit Manager's opinion on the overall adequacy and effectiveness of the internal control environment. The committee is asked to note the report (**report attached**)

## **8. Internal audit activity report 2010/2011 quarter 1**

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**)

## **9. Internal audit management report 2010/11 quarter 1**

Purpose: to report on management issues, summarise the progress of the internal audit team against the 2010/11 audit plan up to the 11 June 2010 and to summarise the priorities and planned audit work for the remainder of quarter 2 2010/11 (**report attached**)

## **10. Statement of accounts 2009/10 including the Annual Governance Statement**

Purpose: to approve the Statement of Accounts including the Annual Governance Statement subject to final audit and agree that the Chairman sign them (**to follow**)

## **11. International Financial Reporting Standards**

Purpose: to receive a verbal update on the implications of the introduction of the International Financial Reporting Standards (**verbal report**)

## **12. Proposed audit fee for 2010/11 (Audit Commission)**

Purpose: to consider the Audit Commission's letter detailing the annual audit and inspection fee 2010/11 (**letter attached**)

## **13. Committee's work programme 2010/11**

Purpose: to consider and make recommendations on the committee's work programme for 2010/11 (**Work programme attached**)

MARGARET REED

Head of Legal and Democratic Services