

Agenda



Listening Learning Leading

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A MEETING OF THE

Audit & Corporate Governance Committee

WILL BE HELD ON WEDNESDAY 13 JULY 2011 AT **5.30PM**

COMMITTEE ROOM 1, COUNCIL OFFICES, CROWMARSH GIFFORD

Mr D Bretherton
Mrs C Collett
Ms K Crabbe

Mr P Cross
Mrs M Davies
Mr P Harrison

Mr C Quinton
Mr M Welply

Substitutes:

*Mrs A Badcock
Mr R Bell
Mr B Cooper
Mr J Cotton
Mr L Docherty*

*Mr M Gray
Mr T Harbour
Mrs E Hards
Mr M Hiles
Mr T Joslin*

*Mrs A Midwinter
Ms A Purse
Mr R Simister
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.

Note: This meeting commences at 5.30pm

1. Apologies

2. Election of Chairman for the municipal year 2011/12

3. Election of Vice Chairman for the municipal year 2011/12

4. Declarations of interest

5. Minutes, 22 March 2011

Minutes previously distributed

6. Annual audit fee 2011/12

Purpose: to inform the committee of the estimated external audit fee for the 2011/12 financial year and the contents of the letter from the Audit Commission. It also seeks the committee's approval of an extension of up to two years for the Engagement Lead, being satisfied that there is no risk to auditor independence **(report and letter attached)**

7. Internal Audit annual report 2010/2011

Purpose: to report on the work of Internal Audit in the year ended 31 March 2011, 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 and appendices attached)**

8. Internal audit activity report 2011/2012 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 2011/12 quarter 1

Purpose: to report on management issues, summarise the progress of the internal audit team against the 2011/12 audit plan up to the 30 June 2011 and to summarise the priorities and planned audit work for the remainder of quarter 2 2011/12 **(report and appendix attached)**

10. Annual Governance Statement

Purpose: The Accounts and Audit Regulations (2003) as amended by the Accounts and Audit (Amendment) (England) Regulations 2006 require local authorities to carry out a review of the effectiveness of the system of internal

control and risk management and publish an Annual Governance Statement (AGS) each year with the annual Statement of Accounts.

The purpose of the attached AGS is to ask the committee to consider its content, to seek clarification of any of the assurances within it and note that this version of the AGS will be amended to ensure that it is up to date when the accounts are signed in September (**Annual Governance Statement attached**)

11. Statement of accounts 2011

Purpose: to note the statement of accounts 2010/11, authorised for audit by the Chief Finance Officer, on 30 June 2011.

Note: a briefing on the statement of accounts including a question and answer session will take place for all councillors on Tuesday 12 July 5.00pm - 7.00pm in committee room 1.

12. Committee's work programme 2011/12

Purpose: to consider and make recommendations on the committee's work programme for 2009/10 (**Work programme attached**)

MARGARET REED

Head of Legal and Democratic Services

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