

# AGENDA



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## A MEETING OF THE

# Joint Audit and Governance Committee

WILL BE HELD ON MONDAY 6 JULY 2015 AT 6.30 PM

**MEETING ROOM 1, 135 EASTERN AVENUE, MILTON PARK, MILTON,  
ABINGDON, OX14 4SB**

### Members of the Committee:

Charles Bailey	Chris Palmer
Kevin Bulmer (Co-Chair)	Henry Spencer
Dudley Hoddinott	Alan Thompson
Simon Howell (Co-Chair)	John Walsh

### Substitutes

<i>Paul Harrison</i>	<i>David Nimmo-Smith</i>	<i>Richard Pullen</i>
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## 1 Chairmanship

At South and Vale Annual Council Meetings it was agreed that the joint committee will be co-chaired (one from each council) and the person presiding at any meeting will alternate between the two councils.

**2 Apologies**

**3 Declarations of disposable pecuniary interest**

To receive any declarations of disclosable pecuniary interests in respect of items on the agenda for this meeting.

**4 Minutes of the previous meetings** (Pages 4 - 11)

To adopt and sign as a correct record the minutes of the South Audit and Corporate Governance Committee and the Vale Audit and Governance Committee held on 17 and 19 March 2015 (attached)

**5 Joint Committee Terms of Reference and Appointment of Sub-Committees** (Pages 12 - 16)

Report of head of legal and democratic services (attached).

**6 Internal audit annual report 2014/2015** (Pages 17 - 26)

Report of the audit manager (attached).

**7 Internal audit management report quarter one 2015/2016**  
(Pages 27 - 35)

Report of the audit manager (attached).

**8 Internal audit activity report quarter one 2015/2016** (Pages 36 - 54)

Report of the audit manager (attached).

**9 External auditor's fees** (Pages 55 - 60)

To consider the external auditor's letters (attached).

**10 Joint audit and governance work programme** (Pages 61 - 64)

To review the joint work programme (attached).

### ***Exclusion of public including the press***

To consider whether to exclude members of the press and public from the meeting for the following item of business under Part 1 of Schedule 12A Section 100A(4) of the Local Government Act 1972 and as amended by the Local Government (Access to Information) (Variation) Order 2006 on the grounds that:

- (i) it involves the likely disclosure of exempt information as defined in paragraph 3 Part 1 of Schedule 12A of the Act, and
- (ii) the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

#### **11 Internal audit report** (Pages 65 - 79)

Report of the audit manager (attached).

MARGARET REED

Head of Legal and Democratic Services