



**Rochford District
Council**

Audit Committee

agenda

Date

20 April 2010

Time

7.30 pm

Place

Committee Room 4
Civic Suite
Rayleigh

Contact

Sonia Worthington

Rochford District Council
South Street
Rochford
Essex
SS4 1BW

Tel: 01702 546366
Fax: 01702 545737

Email:
memberservices@rochford.gov.uk

The public are welcome to attend this meeting up to item 10 of the Agenda

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Members of the Audit Committee

Chairman: Cllr Mrs J A Mockford

Vice-Chairman: Cllr J P Cottis

Cllr Mrs L A Butcher

Cllr Mrs J Dillnutt

Cllr K A Gibbs

Cllr T Livings

Cllr J R F Mason

Cllr S P Smith

Cllr D G Stansby

Cllr M J Steptoe

Cllr J Thomass

Terms of Reference

To exercise the Council's functions in relation to:-

- Matters arising out of internal audit and control reports
- The scope of internal audit activity
- Review of the adequacy of governance and risk management arrangements and internal control
- Consideration of matters arising from external audit as are referred to it by the External Auditor

Including the management of the budget in respect of these functions.

The Council's vision is to make Rochford District a place which provides opportunities for the best possible quality of life for all who live, work and visit here.

The Council's objectives are to make a difference:-

- to our people
- to our community
- to our environment
- to our local economy.

The Council's values (the way we work to pursue these objectives) are to:-

- Be an open, accountable, listening, responsive Council
- Put the customer and citizen at the heart of everything we do, delivering services in a caring and sensitive manner
- Co-ordinate the management of resources with an emphasis on sustainability
- Value the contribution of partners, employees and citizens, trusting each other and working collaboratively.

A G E N D A

	Page No
Emergency evacuation announcement	
1 Apologies for Absence	
2 Substitutes	
3 Non-Members attending	
4 Minutes of the Meeting held on 16 March 2010	
5 To Receive Declarations of Interest	
6 Questions on Notice	
7 Motions on Notice	
8 Annual Audit Plan for 2010/11	8.1 – 8.7
To consider the report of the Head of Finance, Audit and Performance Management presenting the 2010/11 annual audit plan.	
9 Internal Audit Annual Report and Opinion 2009/10	9.1 – 9.11
To consider the report of the Head of Finance, Audit and Performance Management detailing progress of internal audit work during the year and reporting the opinion of the Audit and Performance Manager in respect of the effectiveness of the systems of internal control that exist within the Authority.	
10 Exclusion of the Press and Public	
To agree that the press and public be excluded from the meeting for the remaining business on the grounds that exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 would be disclosed.	

To consider the exempt report of the Head of Finance, Audit and Performance Management which draws Members' attention to completed audit investigations and provides an update of audit recommendations.

A handwritten signature in black ink, appearing to read 'Paul Warren', with a large, stylized initial 'P' at the start.

Paul Warren
Chief Executive