



**Rochford District
Council**

Audit Committee

agenda

Date

24 July 2018

Time

7.30 pm

Place

Committee Room 4
Civic Suite
Rayleigh

Contact

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**The public are welcome to
attend this meeting**

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Members of the Audit Committee

Chairman: Cllr Mrs L A Butcher

Vice-Chairman: Cllr M J Lucas-Gill

Cllr N L Cooper

Cllr A H Eves

Cllr J D Griffin

Cllr M Hoy

Cllr R A Oatham

Cllr Mrs C A Pavelin

Cllr Mrs L Shaw

Cllr P J Shaw

Cllr D J Sperring

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 residents are at the heart of everything we do.

The Council's priorities are:-

- To become financially self-sufficient
- Early intervention
- To maximise our assets
- To enable communities

AGENDA

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|---|------------|
| Emergency evacuation announcement | |
| 1 Apologies for Absence | |
| 2 Substitute Members | |
| 3 Non-Members attending | |
| 4 Minutes of the Meeting held on 22 May 2018 | |
| 5 To Receive Declarations of Interest | |
| 6 Audit Progress Report | 6.1 – 6.28 |
| <p>To consider the report of the Assistant Director, Democratic Services which provides Members with an update on completed audit engagements, delivery of the audit plan and progress in implementing audit recommendations.</p> | |
| 7 Financial Statements 2017/2018 | |
| <p>To consider the report of the Section 151 Officer presenting the audited reports for 2017/18 for Members' approval.</p> <p>The report is to follow.</p> | |
| 8 External Audit 2018/19 Fee Letter | |
| <p>To consider the report of the Section 151 Officer presenting the External Audit 2018/19 Fee Letter.</p> <p>The report is to follow.</p> | |

To note the external auditors' Audit Committee Briefing and provide a response to the key questions within it.

A handwritten signature in black ink that reads "John Bostock". The signature is written in a cursive, slightly slanted style.

John Bostock
Assistant Director, Democratic Services