



**Rochford District
Council**

Audit Committee

agenda

Date

15 June 2010

Time

7.30 pm

Place

Committee Room 4
Civic Suite
Rayleigh

Contact

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**The public are welcome to
attend this meeting up to item 11**

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Members of the Audit Committee

Chairman: Cllr Mrs J A Mockford

Vice-Chairman: Cllr Mrs G A Lucas-Gill

Cllr J P Cottis

Cllr Mrs J Dillnutt

Cllr K A Gibbs

Cllr T Livings

Cllr J R F Mason

Cllr Mrs J E McPherson

Cllr D G Stansby

Cllr J Thomass

Cllr Mrs B J Wilkins

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 20 April 2010	
5 To Receive Declarations of Interest	
6 Questions on Notice	
7 Motions on Notice	
8 External Auditor's Fees 2008/09 – 2010/11	8.1 – 8.14
To consider the report of the Head of Finance presenting the latest information from the Council's external auditors, PKF, on the actual fees for 2008/09 and their proposed fees for 2010/11.	
9 Closure of Accounts 2009/10	
To consider the report of the Head of Finance asking Members to consider some of the detail regarding the Statement of Accounts that will be submitted to the Council on 29 June 2010.	
The report is to follow.	

10 Corporate Risk Register 2010/11 10.1-10.11

To consider the report of the Head of Finance providing an update of the register for 2010/11, together with the Corporate Risk Group work plan and an example risk analysis.

11 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.

12 Annual Governance Statement 2009/10 12.1-12.13

To consider the exempt report of the Head of Finance, which identifies the key systems within the Council that ensure there is a good system of internal control and effective governance arrangements upon which assurance can be placed

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

Paul Warren
Chief Executive