



**Rochford District
Council**

Audit Committee

agenda

Date

9 December 2014

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 Agenda item 9**

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another language please contact 01702 318111

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Council's website at www.rochford.gov.uk

Members of the Audit Committee

Chairman: Cllr Mrs J A Mockford

Vice-Chairman: Cllr Mrs L A Butcher

Cllr Mrs T J Capon

Cllr B T Hazlewood

Cllr N J Hookway

Cllr J L Lawmon

Cllr Mrs C M Mason

Cllr D Merrick

Cllr Mrs M H Spencer

Cllr D J Sperring

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 create a better future together

The Council's values:-

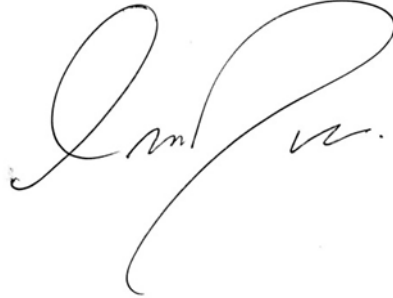
- Rising to the challenge
- Delivering in unity
- Committed to the community

A G E N D A

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| Emergency evacuation announcement | |
| 1 Apologies for Absence | |
| 2 Non-Members attending | |
| 3 Minutes of the Meeting held on 18 September 2014 | |
| 4 To Receive Declarations of Interest | |
| 5 Questions on Notice | |
| 6 Motions on Notice | |
| 7 Annual Audit Letter for 2013/14 | 7.1 – 7.10 |
| To consider the report of the Head of Finance drawing Members' attention to BDO's annual audit letter 2013/14. | |
| 8 Progress on the 2014/15 Audit Plan | 8.1 – 8.3 |
| To consider the report of the Head of Finance updating Members on progress with respect to the 2014/15 audit plan. | |
| 9 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. | |

10 Audit Report

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

A handwritten signature in black ink, appearing to read 'Amar Dave', with a large, sweeping flourish extending from the end of the signature.

Amar Dave
Chief Executive