



**Rochford District
Council**

Audit Committee

agenda

Date

21 June 2016

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 12**

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Members of the Audit Committee

Chairman: Cllr Mrs L A Butcher

Vice-Chairman: Cllr D Merrick

Cllr C I Black

Cllr R R Dray

Cllr D S Efde

Cllr A H Eves

Cllr Mrs J R Gooding

Cllr M Hoy

Cllr R Milne

Cllr T E Mountain

Cllr M J Webb

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

A G E N D A

	Page No
Emergency evacuation announcement	
1 Apologies for Absence	
2 Non-Members attending	
3 Minutes of the Meeting held on 8 March 2016	
4 To Receive Declarations of Interest	
5 Questions on Notice	
6 Motions on Notice	
7 External Audit Recommendation – Collection Fund Liability	7.1 – 7.2
<p>To consider the report of the Section 151 Officer providing details into an investigation of a liability relating to the Collection Fund on the 2014/15 balance sheet.</p>	
8 External Auditor Report Updates for 2014/15	8.1 – 8.6
<p>To consider the report of the Assistant Director, Legal Services, which provides details of the findings, recommendations and management response arising from the final audit report for the year ended 31 March 2015 to this Committee.</p>	
9 Annual Audit and Certification Fees 2016/17	9.1 – 9.5
<p>To consider the report of the Section 151 Officer advising Members of the proposed annual audit and certification fees for 2016/17.</p>	
10 Schedule of Business for the Audit Committee 2016/17	10.1 – 10.4
<p>To consider the report of the Assistant Director, Legal Services summarising the proposed schedule of business for the Audit Committee for 2016/17.</p>	

- 11 Internal Audit Plan 2016/17** 11.1 –
11.12

To consider the report of the Assistant Director, Legal Services, which provides Members with the proposed 2016/17 annual audit plan for consideration and approval.

12 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.

13 Internal Audit Annual Report 2015/16

To consider the exempt report of the Assistant Director, Legal Services, which provides details of the Head of Internal Audit's annual opinion on the overall adequacy and effectiveness of the Council's framework of governance, risk management and internal control during 2015/16.

14 Annual Governance Statement for 2015/16

To consider the exempt report of the Section 151 Officer presenting an Annual Governance Statement for Members' consideration and approval.

15 Audit Report

To consider the exempt report of the Assistant Director, Legal Services, 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