



**Rochford District
Council**

Audit Committee

agenda

Date

19 June 2013

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 9**

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Members of the Audit Committee

Chairman: Cllr T E Mountain

Vice-Chairman: Cllr Mrs J A Mockford

Cllr C I Black

Cllr Mrs L A Butcher

Cllr J D Griffin

Cllr Mrs A V Hale

Cllr Mrs B T Hazlewood

Cllr Mrs D Hoy

Cllr Mrs C E Roe

Cllr D J Sperring

Cllr I H Ward

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 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.

AGENDA

		Page No
	Emergency evacuation announcement	
1	Apologies for Absence	
2	Non-Members attending	
3	Minutes of the Meeting held on 26 March 2013	
4	To Receive Declarations of Interest	
5	Questions on Notice	
6	Motions on Notice	
7	External Auditor Report Updates for 2011/12	7.1 – 7.6
	To consider the report of the Head of Finance asking Members to agree monitoring sheets for the external audit recommendations arising from the annual governance report 2011/12 and the grant claims certification report 2011/12.	
8	External Auditor's Annual Audit Plan for 2013/14	8.1 – 8.10
	To consider the report of the Head of Finance presenting the 2013/14 annual audit plan to Members for their approval.	
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 Annual Governance Statement for 2012/13

To consider the exempt report of the Head of Finance providing details of the annual governance statement for 2012/13.

11 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 'Paul Warren', with a large, stylized initial 'P' at the start.

Paul Warren
Chief Executive