



**Rochford District  
Council**

## **Audit Committee**

### **agenda**

***Date***

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**6 June 2007**

***Time***

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**7.30 pm**

***Place***

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Committee Room 4  
Civic Suite  
Rayleigh

***Contact***

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**The public are welcome to attend this  
meeting for agenda items 1 - 10**



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## **Members of the Audit Committee**

Chairman: Cllr Mrs L A Butcher

Vice-Chairman: Cllr J Thomass

Cllr J P Cottis

Cllr Mrs J Dillnutt

Cllr K A Gibbs

Cllr Mrs S A Harper

Cllr T Livings

Cllr Mrs J A Mockford

Cllr S P Smith

Cllr D G Stansby

One vacancy

### **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 the place of choice in the County to live, work and visit.**

**The Council's principal aims are to:-**

- Provide quality, cost effective services
- Work towards a safer and more caring community
- Promote a green and sustainable environment
- Encourage a thriving local economy
- Improve the quality of life for people in our District
- Maintain and enhance our local heritage

# A G E N D A

Page No

- 1 **Apologies for Absence**
- 2 **Substitutes**
- 3 **Non-Members attending**
- 4 **Minutes of the Meeting held on 10 April 2007**
- 5 **To Receive Declarations of Interest**
- 6 **Questions on Notice**
- 7 **Motions on Notice**
- 8 **Progress on Decisions** 8.1-8.2  
Schedule attached.
- 9 **Outline Audit and Inspection Plan 2007/08** 9.1-9.19  
To consider the report of the Head of Finance, Audit & Performance Management on introducing an outline audit and inspection plan for 2007/08.
- 10 **Review of the Effectiveness of Internal Audit** 10.1-10.2  
To consider the report of the Head of Finance, Audit & Performance Management advising Members of the outcome of a review of the effectiveness of internal audit.

**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 Statement of Internal Control (SIC) 2006/07**

12.1-12.20

To consider the exempt report of the Chief Executive required under the Accounts & Audit Regulations 2003.

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

Paul Warren  
Chief Executive