



## Rochford District Council

# Audit Committee

### agenda

#### *Date*

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**26 September 2012**

#### *Time*

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**7.30 pm**

#### *Place*

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Committee Room 4  
Civic Suite  
Rayleigh

**The public are welcome to  
attend this meeting**

#### *Contact*

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## **Members of the Audit Committee**

Chairman: Cllr T E Mountain

Vice-Chairman: Cllr Mrs A V Hale

Cllr J D Griffin

Cllr B T Hazlewood

Cllr M Hoy

Cllr Mrs J R Lumley

Cllr R D Pointer

Cllr Mrs C E Roe

Cllr D J Sperring

Cllr I H Ward

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**

Emergency evacuation announcement

Page No

**1 Apologies for Absence**

**2 Substitutes**

**3 Non-Members attending**

**4 Minutes of the Meeting held on 13 June 2012**

**5 To Receive Declarations of Interest**

**6 Questions on Notice**

**7 Motions on Notice**

**8 Financial Statements 2011/12**

To consider the report of the Head of Finance on the financial statements for 2011/12

The report is to follow.

**9 External Audit Report to Those Charged with Governance**

To consider the report of the Head of Finance inviting Members to give consideration to the external auditors' report on the results of their audit of the Council's financial statements for 2011/12.

The report is to follow.

**10 Mid Year Review of the Council's Corporate Risk Register for 2012/13** 10.1 –  
10.20

To consider the report of the Head of Finance providing a mid year review and update of the Council's corporate risk register for 2012/13.

**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 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'.

Paul Warren  
Chief Executive