

# Audit and Governance Committee Agenda



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Website: [www.whitehorsedc.gov.uk](http://www.whitehorsedc.gov.uk)

A meeting of the  
**Audit and Governance Committee**  
will be held on Wednesday 30 June 2010 at 6.30pm  
Guildhall, Abingdon

## Members of the Committee:

### Councillors

Dudley Hoddinott (Chair)  
Richard Farrell (Vice-Chair)  
Andrew Crawford  
Janet Morgan  
Judy Roberts  
Richard Webber

Terry Cox  
Bill Melotti  
Michael Murray  
Robert Sharp

Any councillor may substitute

A large print version of this agenda is available. In addition any background papers referred to may be inspected by prior arrangement.

Please note that this meeting will be held in a wheelchair accessible venue. If you would like to attend and have any special access requirements, please let the Democratic Services Officers know beforehand and they will do their very best to meet your requirements.

A handwritten signature in black ink, appearing to read "M Reed".

Margaret Reed  
Head of Legal and Democratic Services

Members are reminded of the provisions contained in the code of conduct adopted on 30 September 2007 and standing order 34 regarding the declaration of personal and prejudicial interests.

# Agenda

## Open to the Public including the Press

### Map and vision

(Page 4)

A map showing the location of the venue for this meeting is attached. A link to information about nearby car parking is [http://www.whitehorsedc.gov.uk/transport/car\\_parking/default.asp](http://www.whitehorsedc.gov.uk/transport/car_parking/default.asp)

The council's vision is to build and safeguard a fair, open and compassionate community.

### **1. Notification of substitutes and apologies for absence**

To record the attendance of substitute councillors, if any, who have been authorised to attend in accordance with the provisions of standing order 17(1), with notification having been given to the proper officer before the start of the meeting and to receive apologies for absence.

### **2. Minutes**

To adopt and sign as a correct record the minutes of the meeting of the committee held on 17 March 2010 (previously published).

### **3. Declarations of interest**

To receive any declarations of personal or personal and prejudicial interests in respect of items on the agenda for this meeting.

### **4. Urgent business and chair's announcements**

To receive notification of any matters, which the chair determines, should be considered as urgent business and the special circumstances, which have made the matters urgent, and to receive any announcements from the chair.

### **5. Statements, petitions and questions from the public relating to matters affecting the audit and governance committee.**

Any statements, petitions and questions from the public under standing order 32 will be made or presented at the meeting.

## **6. Business continuity - update**

(Pages 5 - 8)

To consider report 13/10 of the Head of HR, IT and Customer Services.

## **7. Internal audit annual report 2009/10**

(Pages 9 - 22)

To consider report 14/10 of the Head of Finance.

## **8. Internal audit activity first quarter 2010/11**

(Pages 23 - 41)

To consider report 15/10 of the Head of Finance.

## **9. Internal audit management report first quarter 2010/11**

(Pages 42 - 46)

To receive and consider report 16/10 of the Head of Finance.

## **10. Treasury Management - review of activity 2009-10**

(Pages 47 - 52)

To consider report 17/10 of the Head of Finance.

## **11. Statement of accounts 2009/10**

### **Recommendation**

To approve the 2009/10 statement of accounts for audit.

**THIS IS A SEPARATELY STAPLED DOCUMENT, TO BE CIRCULATED AFTER THE AGENDA DESPATCH.**

## **12. Audit and governance work programme**

(Pages 53 - 57)

To review the audit and governance work programme.

## **Exempt information under Section 100A(4) of the Local Government Act 1972**

None