

Audit and Governance Committee Agenda



Contact: Steve Culliford, Democratic Services Officer
Telephone number 01235 540307
Email: steve.culliford@whitehorsedc.gov.uk
Date: 10 January 2012
Website: www.whitehorsedc.gov.uk

A meeting of the
Audit and Governance Committee
will be held on Wednesday 18 January 2012 at 6.30pm
Abbey House, Abingdon

Members of the Committee:

Councillors

Mike Murray (Chairman)
Marilyn Badcock
Julia Bricknell
Jane Crossley
Andrew Crawford

Dudley Hoddinott
Holly Holman
Simon Howell (Vice-Chairman)
Judy Roberts
Robert Sharp

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 5)

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

The council's vision is to take care of your interests across the Vale with enterprise, energy and efficiency.

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 28 September 2011 (previously published).

3. Actions arising

To review the actions arising from the last two committee meetings and receive an update on progress.

4. Declarations of interest

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

5. 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.

6. 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.

7. Certification of claims and returns 2010/11

(Pages 6 - 13)

To consider the annual report of the Audit Commission.

8. Annual audit letter and final use of resources report

(Pages 14 - 23)

To consider the annual report of the Audit Commission.

9. Audit Commission's progress report

(Pages 24 - 35)

To consider the Audit Commission's progress report.

10. Internal audit activity report 2011/12 quarter 3

(Pages 36 - 77)

To consider report 59/11 of the audit manager.

11. Internal audit management report 2011/12 quarter 3

(Pages 78 - 87)

To consider report 60/11 of the audit manager.

12. Internal audit strategy 2012/13 - 2014/15

(Pages 88 - 94)

To consider report 61/11 of the audit manager.

13. Treasury management strategy - half-year review 2011/12

(Pages 95 - 101)

To consider report 62/11 of the head of finance.

14. Treasury management strategy - annual review

(Pages 102 - 120)

To consider report 63/11 of the head of finance.

15. Business continuity and risk management update

(Pages 121 - 148)

To consider report 64/11 of the head of HR, IT and customer services.

16. Audit and Governance Committee training

To consider the questionnaire to establish training needs. **PRINTED AS A SEPARATE PAPER**

17. Audit and governance work programme

(Pages 149 - 150)

To review the audit and governance work programme.

18. Exclusion of the public, including the press

The Chair to move that in accordance with Section 100A(4) of the Local Government Act 1972, the public, including the press, be excluded from the remainder of the meeting to prevent the disclosure to them of exempt information, as defined in Section 100(l) and Part 1 of Schedule 12A, as amended, to the Act when the following items are considered:

Internal audit activity report

(Category 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information.)

Exempt information under section 100A(4) of the Local Government Act 1972

19. Internal audit activity report

(Pages 151 - 163)

To consider report 65/11 of the audit manager.