

Central Bedfordshire
Council
Priory House
Monks Walk
Chicksands,
Shefford SG17 5TQ



please ask for Ellen Heaney
direct line 0300 300 4040
date

NOTICE OF MEETING

AUDIT COMMITTEE

Date & Time

Monday, 12 April 2010 9.30 a.m.

Venue at

Room 13, Priory House, Chicksands

Richard Carr
Chief Executive

To: The Chairman and Members of the AUDIT COMMITTEE:

Cllrs D J Lawrence (Chairman), R A Baker (Vice-Chairman), Mrs A Barker,
T Green, A Shadbolt, P Snelling and B J Spurr

[Named Substitutes:

Cllrs: L Birt, P A Blaine and Mrs C Turner]

All other Members of the Council - on request

***MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THIS
MEETING***

AGENDA

1. **APOLOGIES FOR ABSENCE**

Apologies for absence and notification of substitute members

2. **CHAIRMAN'S ANNOUNCEMENTS**

If any

3. **MINUTES**

To approve as a correct record the Minutes of the meeting of the Audit Committee held on 27 January 2010.

4. **MATTERS ARISING**

5. **MEMBERS' INTERESTS**

To receive from Members declarations and the **nature** thereof in relation to:-

- (a) Personal Interests in any Agenda item
- (b) Personal and Prejudicial Interests in any Agenda item

6. **PUBLIC PARTICIPATION**

To deal with general questions and statements from members of the public in accordance with the scheme of public participation set out in Appendix A referred to in the Public Participation Scheme.

7. **PETITIONS**

To receive petitions in accordance with the scheme of public participation set out in Annex 2 in Part 4 of the Constitution.

8. DISCLOSURE OF EXEMPT INFORMATION

To consider proposals, if any, to deal with any item likely to involve disclosure of exempt information as defined in the relevant paragraph(s) of Part I of Schedule 12A of the Local Government Act 1972 prior to the exclusion of the press and public.

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| REPORTS |
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| Item | Subject | Page Nos. |
|-------------|---|------------------|
| 9 | Internal Audit Strategy and the three year Strategic Plan This report presents the Internal Audit Strategy, the 2010/11 Annual Audit Plan and the Three Year Strategic Audit Plan for approval. | * 13 - 30 |
| 10 | Internal Audit and Risk Management Progress Report This report provides a progress update on the status of internal audit and risk management work for 2009/10. | * 31 - 40 |
| 11 | Audit Opinion Plan 2009/10 To note the Audit Opinion Plan for 2009/10. | * 41 - 60 |
| 12 | Indicative Fee Letter 2010/11 To receive the indicative fee letter from the Audit Commission for 2010/11. | * 61 - 66 |
| 13 | Annual Claims and Returns Report 2008/09 To note the annual claims and returns. | * 67 - 84 |
| 14 | Audit Progress Monitoring Report To receive the External Audit Progress Report. | * 85 - 90 |

- 15 **Updated Code of audit practice and Statement of responsibilities of auditors and audited bodies** * 91 - 136

To note the updated code of audit practice and statement of responsibilities of auditors and audited bodies from the Audit Commission.

- 16 **Annual Audit Letter Action Plan** * 137 - 144

The report provides information on the authority's response to the key findings of the Audit Commission's Annual Governance Reports for the three predecessor authorities.

- 17 **Final Accounts 2009/10 Progress Report** * 145 - 148

The report provides information on progress made to date in the preparation of the 2009/10 annual accounts.

**ITEM LIKELY TO BE CONSIDERED
FOLLOWING THE EXCLUSION OF THE
PUBLIC**

Report

| <i>Item</i> | <i>Subject</i> | <i>Exempt Para.</i> | <i>Page Nos.</i> |
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| EX1 (10) | Internal Audit and Risk Management Progress Appendix B | * 3 | 149 - 162 |