

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



please ask for Leslie Manning
direct line 0300 300 5132
date 16 June 2011

NOTICE OF MEETING

AUDIT COMMITTEE

Date & Time

Monday, 27 June 2011 9.30 a.m.

Venue at

Council Chamber, Priory House, Monks Walk, Shefford

Richard Carr
Chief Executive

To: The Chairman and Members of the AUDIT COMMITTEE:

Cllrs D Bowater (Chairman), M C Blair (Vice-Chairman), L Birt,
Mrs D B Green, D J Lawrence, A Shadbolt and A Zerny

[Named Substitutes:

Cllrs R D Berry, N B Costin, M A Smith and N Warren]

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**

To receive apologies for absence and notification of substitute Members.

2. **Minutes**

To approve as a correct record the Minutes of the meeting of the Audit Committee held on 4 April 2011 (copy attached).

3. **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.

4. **Chairman's Announcements and Communications**

To receive any announcements from the Chairman and any matters of communication.

5. **Petitions**

To receive petitions from members of the public in accordance with the Public Participation Procedure as set out in Annex 2 of Part A4 of the Constitution.

6. **Questions, Statements or Deputations**

To receive any questions, statements or deputations from members of the public in accordance with the Public Participation Procedure as set out in Annex 1 of Part A4 of the Constitution.

Reports

Item	Subject	Page Nos.
	Central Bedfordshire Statement of Accounts 2010/11	* 17 - 134
	To consider the draft Statement of Accounts for 2010/11 and approve its issue to the Audit Commission for review.	

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| 8 | Pre-Statement Memorandum | * 135 - 148 |
| | To receive the Audit Commission's Pre-Statement Memorandum setting out initial work undertaken in relation to the Council's draft financial statements. | |
| 9 | 2010/11 External Audit Plan - Position Statement at June 2011 | * 149 - 154 |
| | To receive a Position Statement for the Audit Commission's External Audit Plan for 2010/11. | |
| 10 | External Annual Audit Fee Letter 2011/12 | * 155 - 158 |
| | To receive the Audit Commission's Annual Audit Fee letter for 2011/12. | |
| 11 | Internal Audit Annual Audit Opinion | * 159 - 170 |
| | To consider the annual report of the Head of Internal Audit setting out her opinion on the overall adequacy and effectiveness of the Council's financial and other internal controls. | |
| 12 | Tracking of Audit Recommendations | * 171 - 182 |
| | To receive a summary of the high risk recommendations arising from Internal Audit reports together with an outline of how these will be monitored, tracked and reported to the Audit Committee. | |
| 13 | Audit Committee - Evening Meetings | |
| | To consider a request from Councillor Zerny that some meetings of the Audit Committee be held in the evening. | |
| 14 | Exclusion of Press and Public | |
| | To consider whether to pass a resolution under section 100A of the Local Government Act 1972 to exclude the Press and Public from the meeting for the following items of business on the grounds that consideration of the items is likely to involve the disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A of the Act. | |

Items Likely to be Considered Following the Exclusion of the Press and Public
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<i>Item</i>	<i>Subject</i>	<i>Exempt Para.</i>	<i>Page Nos.</i>
EX1	Internal Audit Annual Audit Opinion - Exempt Appendix A This Appendix provides a summary of Internal Audit activity during 2010/11.	* 3	183 - 190
EX2	Internal Audit Annual Audit Opinion - Exempt Appendix C This Appendix sets out the special investigations arising and completed in 2010/11.	* 3	191 - 192
EX3	Tracking of Audit Recommendations - Exempt Appendix 3 This Appendix details outstanding Internal Audit recommendations from 2010/11.	* 3	193 - 204
EX4	Tracking of Audit Recommendations - Exempt Appendix 4 This Appendix details Internal Audit recommendations outstanding since the last meeting of the Audit Committee in April 2011.	* 3	205 - 212