

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



**please ask for** Leslie Manning  
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**date** 12 January 2012

## **NOTICE OF MEETING**

### **AUDIT COMMITTEE**

Date & Time

**Monday, 23 January 2012 2.00 p.m.**

Venue at

**Room 14, Priory House, Monks Walk, Shefford**

Richard Carr  
**Chief Executive**

### **PLEASE NOTE THE START TIME**

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:

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 26 September 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.
7	<b>Annual Audit Letter 2010/11</b>  To receive the Audit Commission's Annual Audit Letter for 2010/11.	* 15 - 28
8	<b>Audit Committee Update</b>  To receive a report by the Audit Commission on the progress made in its role as the Council's external auditor	* 29 - 42

together with an update on the externalisation of the Audit Practice.

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|----|--|-------------|
| 9  | <b>Audit Plan 2011/12</b>  | * 43 - 66   |
|    | To receive the Audit Commission's Audit Plan which sets out the work for the 2011/12 audit.  |             |
| 10 | <b>Internal Audit Progress Report</b>  | * 67 - 76   |
|    | To receive an update on the progress of work by Internal Audit for 2011/12.  |             |
| 11 | <b>Revised Anti-Fraud and Confidential Reporting Policies</b>  | * 77 - 110  |
|    | To consider proposed amendments to the Council's Anti-Fraud and Corruption Strategy (including Anti-Bribery) and Confidential Reporting Policy to reflect changes in legislation and roles and responsibilities. |             |
| 12 | <b>Risk Update Report</b>  | * 111 - 116 |
|    | To receive an overview of the Council's risk position as at the end of November 2011.  |             |
| 13 | <b>Tracking of Audit Recommendations</b>   | * 117 - 138 |
|    | 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.                  |             |