

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



please ask for Leslie Manning
direct line 0300 300 5132
date 20 December 2012

NOTICE OF MEETING

AUDIT COMMITTEE

Date & Time

Monday, 7 January 2013 10.00 a.m.

Venue at

Room 15, Priory House, Chicksands, 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), N B Costin,
Mrs D B Green, D J Lawrence, A Shadbolt and A Zerny

[Named Substitutes:

R D Berry, I Shingler 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 24 September 2012 (copy attached).

3. **Members' Interests**

To receive from Members any declarations of interest.

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	Annual Certification Report (2011/12) To receive the annual certification report from Ernst & Young LLP which summarises the results of certification work undertaken by Audit Commission staff (until 31 October 2012) and Ernest & Young (completing the work on the Housing Benefit and Council Tax claim) at Central Bedfordshire Council on 2011/12 claims and returns.	* 13 - 26
8	Annual Audit Fee 2012/13 To receive the annual audit fee letter for the 2012/13 financial year from Ernst & Young LLP.	* 27 - 30

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| 9 | Audit Committee Briefing | * 31 - 36 |
| | To receive a briefing from Ernst & Young LLP which highlights matters of interest for Members' consideration. | |
| 10 | 2011/12 Annual Audit Letter | * 37 - 40 |
| | To consider the Audit Commission's Annual Audit Letter for 2011/12 and approve its publication. | |
| 11 | Final Accounts Process 2012/13 | * 41 - 44 |
| | To consider a summary of key changes in the Statement of Accounts for 2012/13, a review of the internal procedures for the production of the Statement and a suggested alternative method of presenting the draft accounts to Members. | |
| 12 | Approach to the Development of 2013-2016 Strategic Audit Plan | * 45 - 52 |
| | To consider an outline of the proposed approach to the development of the 2013-2016 Strategic Audit Plan. | |
| 13 | Internal Audit Progress Report | * 53 - 66 |
| | To consider an update on the progress of work by Internal Audit for 2012/13. | |
| 14 | Risk Update Report | * 67 - 72 |
| | To consider an overview of the Council's risk position as at the end of November 2012. | |
| 15 | Tracking of Audit Recommendations | * 73 - 90 |
| | To consider a summary of the high risk recommendations arising from the Internal Audit reports together with the progress made in their implementation. | |