

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

**This meeting  
may be filmed.\***



**Central  
Bedfordshire**

**please ask for** Leslie Manning

**direct line** 0300 300 5132

**date** 23 March 2016

## **NOTICE OF MEETING**

### **AUDIT COMMITTEE**

Date & Time

**Monday, 4 April 2016 10.00 a.m.**

Venue at

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

Richard Carr  
**Chief Executive**

To: The Chairman and Members of the AUDIT COMMITTEE:

Cllrs M C Blair (Chairman), D Bowater (Vice-Chairman), P Downing,  
D J Lawrence, R Morris, D Shelvey and A Zerny

[Named Substitutes:

Cllrs N B Costin, F Firth, Mrs J G Lawrence and I Shingler]

All other Members of the Council - on request

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

**\*Please note that phones and other equipment may be used to film, audio record, tweet or blog from this meeting. No part of the meeting room is exempt from public filming.**

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# 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 11 January 2016 (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 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

<b>Item</b>	<b>Subject</b>	<b>Page Nos.</b>
7	<b>External Audit Plan 2015/16</b>  To receive a report from Ernst & Young LLP on the company's 2015/16 Audit Plan for the Council.	* 17 - 40
8	<b>Annual Counter Fraud Update</b>  To consider an update on the work of the Corporate Fraud Investigation Team.	* 41 – 50

- |    |   |   |           |
|----|---|---|-----------|
| 9  | <b>Annual Review of Risk Based Verification (RBV) Policy for Housing Benefit and Local Council Tax Support Assessments</b>  | * | 51 – 58   |
|    | To consider an update on the operation of the current Risk Based Verification (RBV) Policy and the proposed RBV Policy for 2016/17.   |   |           |
| 10 | <b>2016/19 (3 Year) Internal Audit Plan</b>   | * | 59 – 74   |
|    | To consider the proposed Risk Based Internal Audit Plan for 2016 to 2019.   |   |           |
| 11 | <b>Outcome of the External Assessment of Internal Audit by CIPFA against the Public Sector Internal Audit Standards (PSIAS)</b>   | * | 75 – 84   |
|    | To consider the outcome of the external assessment of Internal Audit by the Chartered Institute of Public Finance and Accountancy (CIPFA) against the Public Sector Internal Audit Standards. |   |           |
| 12 | <b>Internal Audit Progress Report</b>   | * | 85 – 96   |
|    | To consider an update on the progress of work by Internal Audit for 2015/16.  |   |           |
| 13 | <b>Risk Update Report</b>   | * | 97 - 102  |
|    | To consider an overview of the Council’s risk position as at March 2016.  |   |           |
| 14 | <b>Tracking of Internal Audit Recommendations</b>   | * | 103 - 114 |
|    | To consider a summary of high priority recommendations arising from Internal Audit reports together with the progress made in their implementation.   |   |           |
| 15 | <b>Work Programme</b>   | * | 115 - 118 |
|    | To consider the Audit Committee’s work programme.   |   |           |

**Exempt Appendix**

<i>Item</i>	<i>Subject</i>	<i>Exempt Para.</i>	<i>Page Nos.</i>
16	<b>Annual Review of Risk Based Verification (RBV) Policy for Housing Benefit and Local Council Tax Support Assessments</b> To receive the exempt appendix.	* 7	119 - 124