

Notice of meeting of

Audit & Governance Committee

To:	Councillors Pierce (Chair), Brooks (Vice-Chair), Crisp, Jamieson-Ball, Scott, Kirk and R Watson
Date:	Tuesday, 13 January 2009
Time:	5.30 pm
Venue:	The Guildhall, York

AGENDA

Note:

As agreed at previous meetings, the Chief Internal Auditor and District Auditor (Audit Commission) will be present in the meeting room from 5:00 pm to provide a private briefing for Members, if required.

1. **Declarations of Interest**

At this point Members are asked to declare any personal or prejudicial interests they may have in the business on this agenda.

2. **Minutes** (Pages 3 - 10)

To approve and sign the minutes of the meeting of the Audit & Governance Committee held on 24 September 2008.

3. **Public Participation**

At this point in the meeting members of the public who have registered their wish to speak regarding an item on the agenda or an issue within the Panel's remit can do so. Anyone who wishes to register or requires further information is requested to contact the Democracy Officer on the contact details listed at the foot of this agenda. The deadline for registering is Monday, 12 January 2009 at 5:00 pm.

4. Audit and Governance Committee Forward Plan 2009 (Pages 11 - 16)

This report introduces the future plan of reports expected to be presented to the Committee during 2009.

5. Proposed Change to the Council's Constitution Regarding Petitions (17:40-17:50) (Pages 17 - 22)

This report asks Members to consider proposed constitutional changes to the way in which the Council deals with petitions submitted by residents or businesses within the City of York area.

6. Use of Resources 2007/08: Audit Commission Report (17:50-18:00) (Pages 23 - 40)

This paper introduces a report prepared by the Audit Commission summarising the findings from the Use of Resources Assessment relating to the financial year 2007/08.

Note: This item will be considered in private, as it contains information that is currently under embargo and classed as confidential under Section 100B (3) (a) of the Local Government Act 1972.

7. The Audit of the Financial Statements 2007/8 – A Progress Report (18:00-18:10) (Pages 41 - 50)

This report identifies the main conclusions of the Audit Commission in respect of the 2007/8 financial year audit and presents an Action Plan outlining proposals to improve the production of the Council's 2008/9 final accounts.

8. Risk Management Monitor Quarter 3 2008/09 (18:10-18:20) (Pages 51 - 70)

This report presents the corporate risk management monitor for the third quarter of 2008/09 and invites Members to raise any questions or concerns they may have in relation to the risks contained within the monitor.

9. Comprehensive Area Assessment and Use of Resources Assessment 2009 (18:20-18:30) (Pages 71 - 78)

This report provides an overview of the Comprehensive Area Assessment (CAA), including the new Use of Resources Assessment and internal preparations which seek to address any risk areas that could affect the first assessment result in November 2009.

10. Data Quality Policy and Progress Report (18:30-18:40) (Pages 79 - 104)

The report presents a draft corporate Data Quality Policy for the Committee's consideration and outlines the progress made towards implementing the Audit Commission's recommendations from January 2008.

11. Follow up of Audit Commission Recommendations (18:40-18:50) (Pages 105 - 110)

This report sets out the action the Audit and Fraud Service is taking to follow up Audit Commission Recommendations and details of the progress made to date.

12. Audit and Fraud Mid Term Monitor (18:50-19:00) (Pages 111 - 134)

This report provides details of the progress made in delivering the Council's internal audit and fraud work plan for 2008/09.

13. Shared Service - Update Report (19:00-19:10) (Pages 135 - 140)

This report advises Members of the progress which has been made to date in developing the shared service initiative with North Yorkshire County Council.

14. Audit Commission National Report: Back to front. Efficiency of Back Office Functions in Local Government (19:10-19:20) (Pages 141 - 148)

This report gives a brief overview of, and response to, the national review by the Audit Commission called 'Back to front. Efficiency of back office functions in local government', published in October 2008.

15. Asset Inventories and Disposal (non land and buildings)
(19:20-19:30) (Pages 149 - 152)

This report outlines current arrangements in place for asset inventories, procedures for reporting thefts, processes for disposal of obsolete equipment, and plans for improvement. The scope of this report relates to only to portable assets, not land and buildings which are subject to separate arrangements.

16. Urgent Business

Any other business which the Chair considers urgent under the Local Government Act 1972

Democracy Officer:

Name: Fiona Young

Contact details:

- Telephone – (01904) 551027
- E-mail – fiona.young@york.gov.uk

For more information about any of the following please contact the Democracy Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details are set out above.