

## Notice of meeting of

### Audit & Governance Committee

<b>To:</b>	Councillors Jeffries (Chair), Barnes, Brooks (Vice-Chair), Burton, Cuthbertson, Watson and Steward
<b>Date:</b>	Monday, 2 April 2012
<b>Time:</b>	5.30 pm
<b>Venue:</b>	The Guildhall, York

### AGENDA

#### 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 - 20)

To approve and sign the minutes of the meetings of the Audit & Governance Committee held on **13th February 2012 and 19th March 2012.**

#### 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 Committee's remit can do so. The deadline for registering is **5:00 pm on Friday 30<sup>th</sup> March 2012.**

**4. Forward Plan. (Pages 21 - 26)**

This paper presents the future plan of reports expected to be presented to the Committee during the forthcoming year to February 2013.

**5. Future External Audit Arrangements - Verbal Update.**

Members will receive an update on future external audit arrangements.

**6. 2011/12 Fee Update & Detailed Audit Plan. (Pages 27 - 52)**

This report presents the Audit Commission's Opinion Audit Plan for 2011/12 which is attached as the annex to the report.

**7. Approval of Internal Audit Plan. (Pages 53 - 76)**

The purpose of this report is to seek the committee's approval for the planned programme of audit, counter fraud and information governance work to be undertaken in 2012/13.

**8. Internal Audit & Fraud Plan Progress Report. (Pages 77 - 96)**

This report provides an update on progress made in delivering the internal audit workplan for 2011/12 and on current counter fraud and information governance activity.

**9. Follow Up of Internal & External Audit Recommendations. (Pages 97 - 104)**

This is the regular six monthly report to the committee setting out progress made by council departments in implementing actions agreed as part of internal audit work. The report also includes details of revisions to the escalation process.

**10. Audit & Governance Committee Effectiveness - Self Assessment. (Pages 105 - 108)**

The purpose of this report is to seek members' views on the proposed arrangements for undertaking a self assessment exercise of the Committee's own effectiveness.

**11. Review of the Audit and Governance Committee Terms of Reference.** (Pages 109 - 118)

This report recommends the adoption of revised terms of reference for the Audit and Governance Committee. The revised terms are attached as an Annex to the report.

**12. Key Corporate Risk Monitor Quarter 4** (Pages 119 - 126)

The purpose of this paper is to present to Audit & Governance Committee (A&G) the current position of the risks associated with the Key Corporate Risks (KCRs) as at the end of February 2011.

**13. Urgent Business**

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

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.