

AYLESBURY VALE DISTRICT COUNCIL

Democratic Services

Please ask for: Craig Saunders; csaunders@aylesburyvaledc.gov.uk;
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Text Relay Prefix your telephone number with 18001

10 March 2016



AUDIT COMMITTEE

A meeting of the **Audit Committee** will be held at **6.30 pm** on **Monday 21 March 2016** in **The Olympic Room, Aylesbury Vale District Council, The Gateway, Gatehouse Road, Aylesbury, HP19 8FF**, when your attendance is requested.

Contact Officer for meeting arrangements: Craig Saunders; csaunders@aylesburyvaledc.gov.uk;

Membership: Councillors: K Hewson (Chairman), B Chapple OBE (Vice-Chairman), Branston, M Collins, A Hetherington, P Irwin, M Smith, R Stuchbury, D Town and H Mordue (ex-Officio)

AGENDA

1. APOLOGIES

2. TEMPORARY CHANGES TO MEMBERSHIP

Any changes will be reported at the meeting.

3. MINUTES (Pages 5 - 12)

To approve as correct records the Minute of the meeting held on 25 January 2016, attached as an appendix.

4. DECLARATION OF INTEREST

Members to declare any interests.

5. EXTERNAL AUDIT - EXTERNAL AUDIT PLAN 2015-16 AND FEE LETTER (Pages 13 - 48)

To consider the report attached as Appendix B.

Contact Officer: Kate Mulhearn (01296) 585724

6. RISK MANAGEMENT AND SERVICE RISK ASSURANCE (Pages 49 - 56)

To consider the report attached as Appendix C.

Contact Officer: Tamsin Ireland (01296) 585004

7. AVDC COMPANY GOVERNANCE (Pages 57 - 94)

To consider the report attached as Appendix D.

Contact Officer: Andy Barton (01296) 585430

8. ANNUAL GOVERNANCE STATEMENT 2015-16 (DRAFT) (Pages 95 - 112)

To consider the report attached as Appendix E.

Contact Officer: Kate Mulhearn (01296) 585724

9. INTERNAL AUDIT STRATEGY AND PLAN FOR 2016-17 (Pages 113 - 130)

To consider the report attached as Appendix F.

Contact officer: Kate Mulhearn (01296) 585724

10. BUSINESS ASSURANCE SERVICES - PROGRESS REPORT (Pages 131 - 140)

To consider the report attached as Appendix G.

Contact Officer: Kate Mulhearn (01296) 585724

11. AUDIT COMMITTEE WORK PROGRAMME (Pages 141 - 142)

To consider the work programme attached as Appendix H.

Contact Officer: Kate Mulhearn (01296) 585724

12. DATE OF FUTURE MEETINGS

Future meetings are planned as follows:-

- 6.30pm on 25 July 2016
- 6.30pm on 26 September 2016
- 6.30pm on 14 November 2016

13. EXCLUSION OF THE PUBLIC

The following matter is for consideration by Members "In Committee". It will therefore be necessary to

RESOLVE –

That under Section 100(A)(4) of the Local Government Act, 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in the Paragraph indicated in Part 1 of Schedule 12A of the Act.

Item 10 – Business Assurance Services Progress Report (Paragraph 3)

The public interest in maintaining the exemption outweighs the public interest in disclosing the information because the report contains information relating to the financial or business affairs of organisations (including the Authority holding that information) and disclosure of commercially sensitive information would prejudice negotiations for contracts and land disposals or transactions.

14. BUSINESS ASSURANCE SERVICES - PROGRESS REPORT (Pages 143 - 182)

To consider the information attached.

Contact Officer: Kate Mulhearn (01296) 585724