

APOLOGIES Committee Services
Tel. 01621 875791

Council Chamber 01621 859677

CHIEF EXECUTIVE'S OFFICE
CHIEF EXECUTIVE
Fiona Marshall

25 January 2017

Dear Councillor

You are summoned to attend the meeting of the

AUDIT COMMITTEE

on **THURSDAY 2 FEBRUARY 2017** at **3.00 pm.**

in the Council Chamber. Maldon District Council Offices, Princes Road, Maldon.

A copy of the agenda is attached.

Yours faithfully

A handwritten signature in blue ink, appearing to read 'F. R. Marshall', enclosed within a large, hand-drawn oval.

Chief Executive

COMMITTEE MEMBERSHIP

CHAIRMAN

Councillor B E Harker

VICE-CHAIRMAN

Councillor Mrs H E Elliott

COUNCILLORS

M F L Durham

A S Fluker

M S Heard

R Pratt

A K M St. Joseph

Mrs M E Thompson

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AGENDA AUDIT COMMITTEE

THURSDAY 2 FEBRUARY 2017

1. Chairman's notices (please see overleaf)
2. Apologies for Absence
3. **Minutes of the last meeting** (Pages 5 - 8)

To confirm the Minutes of the meeting of the Audit Committee held on 8 December 2016, (copy enclosed).

4. **Disclosure of Interest**

To disclose the existence and nature of any Disclosable Pecuniary Interests, other Pecuniary Interests or Non-Pecuniary Interests relating to items of business on the agenda having regard to paragraphs 6-8 inclusive of the Code of Conduct for Members.

(Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting).

5. **External Audit - Progress Report**

To receive a verbal update from Ernst and Young, External Auditors.

6. **External Audit - Grant Claim Certification: Year Ended 31 March 2016** (Pages 9 - 20)

To receive and note the report of the Interim Director of Resources, (copy enclosed).

7. **Internal Audit - Progress Report (January 2017)** (Pages 21 - 36)

To receive and note the report of the Interim Director of Resources, (copy enclosed).

8. **Internal Audit - Strategic Internal Audit Plan 2017 - 2020** (Pages 37 - 54)

To receive and note the report of the Interim Director of Resources, (copy enclosed).

9. Any other items of business that the Chairman of the Committee decides are urgent

NOTICES

Sound Recording of Meeting

Please note that the Council will be recording any part of this meeting held in open session for subsequent publication on the Council's website. At the start of the meeting an announcement will be made about the sound recording. Members of the public attending the meeting with a view to speaking are deemed to be giving permission to be included in the recording.

Fire

In event of a fire, a siren will sound. Please use the fire exits marked with the green running man. The fire assembly point is outside the main entrance to the Council Offices. Please gather there and await further instruction.

Health and Safety

Please be advised of the different levels of flooring within the Council Chamber. There are steps behind the main horseshoe as well as to the side of the room.

Closed-Circuit Television (CCTV)

This meeting is being monitored and recorded by CCTV.