

APOLOGIES Committee Services  
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Council Chamber 01621 859677

CHIEF EXECUTIVE'S OFFICE  
CHIEF EXECUTIVE  
Fiona Marshall

13 June 2018

Dear Councillor

You are summoned to attend the special meeting of the;

**AUDIT COMMITTEE**

on **THURSDAY 21 JUNE 2018 at 3.00 pm.**

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

A copy of the agenda is attached.

Yours faithfully

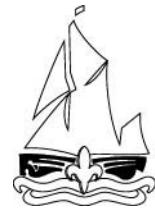
A handwritten signature in black ink, enclosed in a light blue oval. The signature reads "F. R. Marshall".

Chief Executive

**COMMITTEE MEMBERSHIP**

<b>CHAIRMAN</b>	Councillor P G L Elliott
<b>VICE-CHAIRMAN</b>	Councillor E L Bamford
<b>COUNCILLORS</b>	A S Fluker B E Harker M S Heard Miss M R Lewis A K M St. Joseph Mrs M E Thompson

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**AGENDA**  
**AUDIT COMMITTEE (SPECIAL MEETING)**  
**THURSDAY 21 JUNE 2018**

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1. **Chairman's notices (please see overleaf)**

2. **Apologies for Absence**

3. **Minutes of the last meeting** (Pages 5 - 30)

To confirm the Minutes of the meeting of the Audit Committee held on 26 March 2018 (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. **Quarterly Review of Corporate Risk** (Pages 31 - 66)

To consider the report of the Director of Resources, (copy enclosed).

6. **Draft Annual Governance Statement** (Pages 67 - 78)

To consider the report of the Director of Resources, (copy enclosed).

7. **Internal Audit Annual Report** (Pages 79 - 100)

To consider the report of the Director of Resources, (copy enclosed).

8. **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.