

FINAL ACCOUNTS & AUDIT COMMITTEE

26th February 2007

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THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING

Dear Councillor

16th February 2007

Your attendance is requested at a meeting of the Final Accounts & Audit Committee to be held on **Monday 26th February 2007** starting at 6.00pm, in Committee Rooms A, B & C Monkton Park Offices, Chippenham.

Yours sincerely

John Watling
Policy and Democratic Services Team Leader

A.L. Davis
V.H. Greenman

S.B. Meadowcroft
R.L. Tonge

To Group Leaders

Agenda only to all other Councillors



INVESTOR IN PEOPLE

AGENDA

1. Apologies For Absence

2. Membership of the Final Accounts & Audit Committee

The Policy and Democratic Services Team Leader will report on changes in Membership under the provisions of the Local Government (Committees and Political Groups) Regulations 1990 and Council Procedure Rule Number 4.

3. Public Question Time/Receipt of Petitions

To receive public questions and/or petitions in accordance with the provision of Council Procedure Rules Numbers 11 and 12.

4. Chairman's Announcements

5. Minutes

To approve and sign as a correct record the Minutes of the Meeting held on 20th November 2006 (**copy attached**).

6. Declarations of Interest

To receive declarations of interest from Members in respect of any item contained in this Agenda.

7. Data Quality Strategy

The purpose of Report No.7 (**copy attached**) is to present a draft Data Quality Strategy for approval. It describes how the Strategy was developed, how it will be implemented, and how this Committee will oversee it.

8. Risk Management and Issue Resolution Strategy

The purpose of Report No.8 (**copy attached**) is to present a draft Risk Management and Issue Resolution Strategy for approval. It describes how the Strategy was developed, how it will be implemented, and how this Committee will oversee it.

9. Annual Governance Report – Progress Update

The purpose of Report No.9 (**copy attached**) is to provide a progress update against all the recommendations set in the Annual Governance Report, presented by the Audit Commission to the Final Accounts & Audit Committee in September 2006.

10. Internal Audit Progress Report

The purpose of Report No.10 (**copy attached**) is to update the Final Accounts and Audit Committee on progress against the 2006/2007 Internal Audit Plan.

11. Audit Committee Self Assessment Checklist

The purpose of Report No.11 (**copy attached**) is to present to the Final Accounts and Audit Committee the Audit Committee Self-Assessment checklist produced by CIPFA and completed by Officers of the Council.

12. Project Management Audit Report

The purpose of Report No.12 (**copy attached**) is to present to the Final Accounts and Audit Committee the Project Management Audit Report completed in November 2006.