

AGENDA

Meeting: Audit Committee
Place: The Kennet Room - County Hall, Trowbridge BA14 8JN
Date: Tuesday 12 December 2017
Time: 2.00 pm

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Membership:

Cllr Richard Britton (Chairman)	Cllr Jim Lynch
Cllr Tony Deane	Cllr Andy Phillips
Cllr Stewart Dobson (Vice Chairman)	Cllr Leo Randall
Cllr Mike Hewitt	Cllr Ian Thorn
Cllr Tony Jackson	Cllr John Walsh
Cllr Edward Kirk	

Substitutes:

Cllr Ian Blair-Pilling	Cllr Ross Henning
Cllr Anna Cuthbert	Cllr Ruth Hopkinson
Cllr Peter Evans	Cllr Jon Hubbard
Cllr Gavin Grant	Cllr Ricky Rogers

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If you have any queries please contact Democratic Services using the contact details above.

Part I

Items to be considered while the meeting is open to the public

1 Apologies

To receive any apologies or substitutions for the meeting.

2 Minutes of the Previous Meeting (*Pages 5 - 10*)

To confirm and sign the minutes of the meeting held on 26 September 2017

3 Declarations of Interests

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

4 Chairman's Announcements

5 Public Participation

The Council welcomes contributions from members of the public.

Statements

If you would like to make a statement at this meeting on any item on this agenda, please register to do so at least 10 minutes prior to the meeting. Up to 3 speakers are permitted to speak for up to 3 minutes each on any agenda item. Please contact the officer named on the front of the agenda for any further clarification.

Questions

To receive any questions from members of the public or members of the Council received in accordance with the constitution.

Those wishing to ask questions are required to give notice of any such questions in writing to the officer named on the front of this agenda no later than 5pm on **Wednesday 6 December 2017** in order to be guaranteed of a written response. In order to receive a verbal response questions must be submitted no later than 5pm on **Friday 8 December 2017**. Please contact the officer named on the front of this agenda for further advice. Questions may be asked without notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Committee members prior to the meeting and made available at the meeting and on the Council's website.

6 KPMG - Wiltshire Council - Annual Audit Letter 2016-17 (*Pages 11 - 20*)

To consider the Annual Audit Letter from Wiltshire Council's external auditors.

7 KPMG - Wiltshire Council - Audit Fee letter 2017-18 (*Pages 21 - 30*)

To consider the audit fee letter from Wiltshire Council's external auditors

8 SWAP Internal Audit Activity Update (Pages 31 - 68)

To provide an update to the Audit Committee on the work and performance of Internal Audit (IA) for 2017/18, at end of November 2017. It provides a summary of Progress made in:

- Delivering the 2017/18 Internal Audit and Counter Fraud Plans, by identifying audits completed, or in-progress compared to the original plan.
- The progress of management in responding to audit recommendations.
- The council's overall control environment.

9 Forward Work Programme (Pages 69 - 70)

To note the Forward Work Programme

10 Date of Next Meeting

To note that the next regular meeting of the Committee will be held at 10am on 14 February 2018.

11 Urgent Items

Any other items of business, which the Chairman agrees to consider as a matter of urgency.

Part II

Items during whose consideration it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed