

## AGENDA

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**Meeting:** Audit  
**Place:** Council Chamber - Council Offices, Monkton Park, Chippenham,  
SN15 1ER  
**Date:** Wednesday 20 March 2013  
**Time:** 2.00 pm

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Please direct any enquiries on this Agenda to Stuart Figini of Democratic Services, County Hall, Trowbridge, direct line (01225) 718376 or email [stuart.figini@wiltshire.gov.uk](mailto:stuart.figini@wiltshire.gov.uk)

All public reports referred to on this agenda are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk) .

Press enquiries to Communications on direct lines (01225) 713114 / 713115

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### Membership:

Cllr Richard Britton  
Cllr Nigel Carter  
Cllr Peggy Dow  
Cllr Peter Doyle  
Cllr Mark Griffiths  
Cllr George Jeans  
Cllr David Jenkins

Cllr Julian Johnson  
Cllr Helen Osborn  
Cllr Mark Packard  
Cllr Sheila Parker (Vice Chairman)  
Cllr Pip Ridout  
Cllr Roy While (Chairman)

Non-Voting Members  
Cllr John Brady

Cllr Jane Scott OBE

Substitutes  
Cllr Chris Caswill  
Cllr Ernie Clark  
Cllr Michael Cuthbert-Murray  
Cllr Rod Eaton  
Cllr Mollie Groom

Cllr Francis Morland  
Cllr Jeff Osborn  
Cllr Paul Sample  
Cllr Bridget Wayman

## Part I

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

**1 Apologies and Membership Changes**

**2 Chairman's Announcements**

**3 Minutes of the Previous Meeting (*Pages 1 - 6*)**

To confirm and sign the minutes of the Audit Committee meeting held on 19 December 2012. (copy attached)

**4 Members' Interests**

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

**5 Public Participation and Committee Members' Questions**

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 the agenda (acting on behalf of the Director of Resources) no later than 5pm on 13 March 2013. 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 Certification of Grants and Returns - 2011/12 (*Pages 7 - 14*)**

To receive the Certification of Grants and returns for 2011/12.

**7 Internal Audit - Quarterly Update (Pages 15 - 48)**

A report by the Service Director of Finance is attached along with an appendix from the South West Audit Partnership.

**8 SWAP Internal Audit Governance Update (Pages 49 - 138)**

A report by the Service Director, Finance and Section 151 Officer is circulated.

**9 Internal Audit Plan 2013/14 (Pages 139 - 148)**

To receive the Internal Audit Plan for 2013/14.

**10 External Audit Plan 2012/13 (Pages 149 - 172)**

To receive the External Audit Plan for 2012/13.

**11 Risk Management Update (Pages 173 - 176)**

A report by the Head of Risk and Assurance is attached.

**12 Date of next meeting**

To note that the next regular meeting of the Committee will be held on 18 June 2013.

**13 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**

NONE