

# Agenda

**Meeting of:** Audit Committee

**Meeting held in:** Committee Room 2, The Council House, Bourne Hill, Salisbury

**Date:** 20 October 2005

**Commencing at:** 9.30 am

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**1 Apologies:**

To receive any apologies for absence.

**2 Public Questions/Statement Time:**

To receive any questions or statements from members of the public.

Please note that in accordance with the Council's Constitution a question/statement may only be asked /made if written notice has been given to the Head of Democratic Services by midday on the working day before the meeting. A [question submission proforma](#) is attached to this agenda and can be found on the council's website.

*Contact Officer: Stewart Agland (01722 434253)*

**3 Councillor Questions/Statement Time:**

To receive any questions or statements from Councillors.

Please note that in accordance with the Council's Constitution a question/statement may only be asked /made if written notice has been given to the Head of Democratic Services 7 working days prior to the date of the meeting.

*Contact Officer: Stewart Agland (01722 434253)*

**4. Minutes**

To approve as a correct record the minutes of the last meeting held on [26<sup>th</sup> July 2005](#) (previously circulated).

**5. Declarations of Interest:**

To receive any declarations of interest.

**6. Chairman's Announcements:**

To receive any announcements from the Chairman.



Awarded in:  
Housing Services  
Waste and Recycling Services



**7. Audit Commission Audit Memo on Best Value Performance Plan and Performance Indicators**

To consider the report (to follow) of the Audit Commission.

*Officer to Contact: Diana Melville (01722 434618)*

**8. Audit Commission ISA 260 Report on 2004/05 accounts**

To consider the report (to follow) of the Audit Commission.

*Officer to Contact: Diana Melville (01722 434618)*

**9. Final Review of Statement of Internal Control Prior to Publication**

To consider the [attached report](#) from the Chief Internal Auditor.

*Background Papers: see report for details.*

*Officer to Contact: Diana Melville (01722 434618)*

**10. Internal Audit Half Year Report**

To consider the [attached report](#) from the Chief Internal Auditor.

*Background Papers: see report for details.*

*Officer to Contact: Diana Melville (01722 434618)*

**11. Internal Audit Terms of Reference**

To consider the [attached report](#) from the Chief Internal Auditor.

*Background Papers: see report for details.*

*Officer to Contact: Diana Melville (01722 434618)*

**12. Internal Audit Resources**

To consider the [attached report](#) from the Chief Internal Auditor.

*Background Papers: see report for details.*

*Officer to Contact: Diana Melville (01722 434618)*

**13. Draft Work Programme**

To consider the [attached draft Work Programme](#).

*Background Papers: see report for details.*

*Officer to Contact: Diana Melville (01722 434618)*

**14. Recruitment of Second Independent Member**

To consider the [attached report](#) from the Chief Internal Auditor.

*Background Papers: see report for details.*

*Officer to Contact: Diana Melville (01722 434618)*

**15. Date of Next meeting**

To approve a date for the next meeting of the Audit Committee.

*Officer to Contact: Andrew Rose (01722 434252)*

**16. Matters, if any, which by reason of special circumstances the Chairman decides should be considered as a matter of urgency**



**R K Sheard**

Chief Executive

12<sup>th</sup> October 2005