

# Agenda

**Meeting of** : Audit Committee  
**Meeting held in** : Meeting Room, City Hall, Salisbury  
**Date** : Wednesday 26 September 2007  
**Commencing at** : 6.30 pm

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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: Tom Bray (01722 434252)*

**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: Tom Bray (01722 434252)*

**4. Minutes:**

To approve as a correct record the minutes of the last meeting held on 13 June 2007 (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. Annual Report of the Audit Committee to Full Council, Including Self Assessment:**

Further to minute 17 of the meeting held on 13 June 2007, to further consider the format of the annual report to the council on the effectiveness of the Audit Committee.

*Background Papers: None  
Officer to Contact: Diana Melville (01722 434618)*

**8. Revisions to the Annual Audit Plan:**

To consider the attached report of the Chief Internal Auditor.

*Background Papers: see report for details  
Officer to Contact: Diana Melville (01722 434618)*

**9. Governance Framework:**

To consider the attached report of the Chief Internal Auditor.

*Background Papers: see report for details  
Officer to Contact: Diana Melville (01722 434618)*

**10. Risk Registers:**

To consider the attached report of the Chief Internal Auditor.

*Background Papers: see report for details Officer to Contact: Diana Melville (01722 434618)*

**11. Training Needs for Audit Committee Members:**

To consider the attached report of the Chief Internal Auditor.

*Background Papers: see report for details  
Officer to Contact: Diana Melville (01722 434618)*

**12. Annual Meeting of the Chairman of the Audit Committee with the Audit Commission and Chief Internal Auditor:**

To receive a verbal update from the Chairman on the above meeting.

*Background Papers: None*

**13. Annual Governance Report including opinion on the 2006/7 Financial Statements:**

To consider the attached report of the Chief Internal Auditor.

*Background Papers: see report for details  
Officer to Contact: Diana Melville (01722 434618)*

**14. Date of Next Meeting:**

To agree a date for the next meeting in December.

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



**David Crook**  
Acting Chief Executive  
18 September 2007