

**Please note Venue**

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# Agenda

**Meeting of** : Audit Committee  
**Meeting held in** : **Alamein** Room, City Hall, Salisbury  
**Date** : Thursday 10 January 2008  
**Commencing at** : **6.00 pm**

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**Please note that there will be a training session on Risk Management (for Members only) starting at 5.00 pm in the Alamein Suite. The meeting will commence at 6.00 pm**

**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 can be found on the council's website or by contacting Democratic Services on the number below.

*Contact Officer: Steve Milton (01722 434408)*

**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: Steve Milton (01722 434408)*

**4. Minutes:**

To approve as a correct record the minutes of the last meeting held on 26 September 2007 (attached).

**5. Declarations of Interest:**

To receive any declarations of interest.

**6. Chairman's Announcements:**

To receive any announcements from the Chairman.



INVESTOR IN PEOPLE



CUSTOMER SERVICE EXCELLENCE

*Awarded in:*  
Housing Services  
Waste and Recycling Services



**7. Use of Resources Assessment:**

To consider the attached report of the Audit Commission.

*Background Papers: None*

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

**8. Fraud Risk Standard:**

To consider the attached report of the Chief Internal Auditor.

*Background Papers: see report for details*

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

**9. Internal Audit Update:**

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 Risk Management Group.

*Background Papers: see report for details*

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

**11. Audit Committee – Draft Annual Report:**

To receive a verbal report from the Chairman.

**12. Date of Future Meetings:**

To note the future meetings dates of the Committee as set out below:

09 April, 18 June and 24 September 2008

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



**Manjeet Gill**  
Chief Executive  
21 December 2007