

AGENDA

Meeting: Audit Committee
Place: The Kennet Room - County Hall, Trowbridge BA14 8JN
Date: Wednesday 14 February 2018
Time: 10.00 am

Please direct any enquiries on this Agenda to Jessica Croman, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718262 or email jessica.croman@wiltshire.gov.uk

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

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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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Public Participation

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details

AGENDA

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 7 - 10*)

To confirm and sign the minutes of the meeting held on 12 December 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 **(4 clear working days, e.g. Wednesday of week before a Wednesday meeting)** 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 **(2 clear working days, eg Friday of week before a Wednesday meeting)**. 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 **SWAP Internal Audit Activity Update** (*Pages 11 - 48*)

To provide an update to the Audit Committee on the work and performance of Internal Audit (IA) for 2017/18, at end of January 2018. 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.

7 **KPMG - Wiltshire Council - Annual Grants Report 2017/18** (*Pages 49 - 58*)

To consider the Annual Grants Report 2017/18 from KPMG.

8 **KPMG - Wiltshire Council - Audit Plan 2017/18** (*Pages 59 - 86*)

To consider the Annual Audit Plan from KPMG.

9 **Audit Task and Finish Group** (*Pages 87 - 92*)

To approve the Audit Task and Finish group inline with the proposed Terms of Reference.

10 **Forward Work Programme** (*Pages 93 - 96*)

To note the Forward Work Programme

11 **Date of Next Meeting**

To note that the next regular meeting of the Committee will be held at 10am on 11 April 2018.

12 **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