

## AGENDA

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**Meeting:** Audit  
**Place:** Committee Room III - County Hall, Trowbridge  
**Date:** Wednesday 15 December 2010  
**Time:** 10.30 am

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Please direct any enquiries on this Agenda to Anna Thurman of Democratic Services, County Hall, Trowbridge, direct line (01225) 718379 or email [anna.thurman@wiltshire.gov.uk](mailto:anna.thurman@wiltshire.gov.uk)

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

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### Membership:

Cllr Richard Britton  
Cllr Nigel Carter  
Cllr Chris Caswill  
Cllr Peter Doyle  
Cllr George Jeans  
Cllr David Jenkins  
Cllr Julian Johnson

Cllr Alan Macrae  
Cllr Jemima Milton  
Cllr Helen Osborn  
Cllr Sheila Parker (Vice Chairman)  
Cllr Bridget Wayman  
Cllr Roy While (Chairman)

Non-Voting Members  
Cllr Fleur de Rhe-Philippe

Cllr Jane Scott OBE

Substitutes  
Cllr Ernie Clark  
Cllr Peter Colmer  
Cllr Michael Cuthbert-Murray  
Cllr Rod Eaton  
Cllr Mollie Groom

Cllr Malcolm Hewson  
Cllr Jacqui Lay  
Cllr Francis Morland  
Cllr Jeff Osborn

## Part I

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

**1. Apologies**

**2. Chairman's Announcements**

To receive the Chairman's announcements.

**3. Minutes of the Previous Meeting (Pages 1 - 8)**

To confirm and sign the minutes of the Audit Committee meeting held on 30 September 2010 (copy attached).

**4. Members' Interests**

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

**5. Public Participation**

The Council welcomes contributions from members of the public.

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 above for any further clarification.

Members of the public wishing to ask a question should give written notice (including details of any question) to the officer named above by **12.00 noon on Monday 13 December 2010**.

**6. Annual Audit Letter (Pages 9 - 24)**

The Annual Audit Letter 2009/10, from KPMG is attached.

**7. Audit Progress Report (Pages 25 - 28)**

The Audit Progress report to the Audit Committee from KPMG is attached.

**8. SAP Post Implementation Review (Pages 29 - 80)**

The Sap Post Implementation Review is attached.

**9. Internal Audit Progress Report 2010-11 (Pages 81 - 110)**

A progress report from the Head of Internal Audit is attached.

**10. Forward Work Programme (Pages 111 - 112)**

To note the Forward Work Programme.

**11. Date of next meeting**

To note that the next regular meeting of the Committee will be held on 23 March 2011.

**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**