

## AGENDA

---

**Meeting:** Audit  
**Place:** Alamein Suite - City Hall, Malthouse Lane, Salisbury, SP2 7TU  
**Date:** Tuesday 18 June 2013  
**Time:** 3.00 pm

---

Please direct any enquiries on this Agenda to Stuart Figini of Democratic Services, County Hall, Trowbridge, direct line (01225) 718376 or email [stuart.figini@wiltshire.gov.uk](mailto:stuart.figini@wiltshire.gov.uk)

All public reports referred to on this agenda are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk) .

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

---

### Membership:

Cllr Richard Britton  
Cllr Tony Deane (Chairman)  
Cllr Stewart Dobson  
Cllr Howard Greenman  
Cllr David Jenkins  
Cllr Julian Johnson  
Cllr Stephen Oldrieve

Cllr Helen Osborn  
Cllr Linda Packard  
Cllr Sheila Parker (Vice Chairman)  
Cllr David Pollitt  
Cllr Jane Scott OBE  
Cllr James Sheppard  
Cllr Dick Tonge

Non-Voting Members  
Cllr Jane Scott OBE

Cllr Dick Tonge

Substitutes  
Cllr Trevor Carbin  
Cllr Chris Caswill  
Cllr Terry Chivers  
Cllr Peter Edge  
Cllr Peter Evans  
Cllr Nick Fogg

Cllr Mike Hewitt  
Cllr Chris Hurst  
Cllr George Jeans  
Cllr John Noeken  
Cllr Jeff Osborn

## Part I

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

**1 Apologies and Membership Changes**

**2 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 20 March 2013 (copy attached)

**4 Members' Interests**

To receive any declarations of pecuniary or non-pecuniary interests or dispensations granted by the Standards Committee.

**5 Public Participation and Committee Members' Questions**

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 the agenda (acting on behalf of the Director of Resources) no later than 5pm on Tuesday, 11 June 2013. 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 Role of External Auditors (Pages 9 - 28)**

A report by KPMG about the role of the external auditor is attached.

**7 Interim Report for 2012/13**

The report of the Service Director Finance will be circulated along with the report by KPMG.

**8 Audit Fee Letter for 2013/14 (Pages 29 - 34)**

A letter from KPMG about the Wiltshire Council audit fee for 2013/14 is attached.

**9 Internal Audit Annual Report (Pages 35 - 70)**

A report by the Service Director of Finance is attached along with an appendix from the South West Audit Partnership.

**10 Annual Governance Statement 2012/2013 Draft (Pages 71 - 94)**

The draft Annual Governance Statement 2012-2013 by the Solicitor to the Council & Monitoring Officer is attached.

**11 Appointment of Representatives to Working Groups**

The Committee will be asked to make appointments to the following bodies for the rest of the municipal year:

- a) Focus Group on the Constitution x 1 rep – previous rep – former Councillor Peter Doyle
- b) Governance Assurance Group x 1 rep – current rep – Councillor Sheila Parker – Vice-Chairman

**12 Date of next meeting**

To note that the next regular meeting of the Committee will be held on 4 September 2013.

**13 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**

NONE