

AGENDA

NOTE: In the case of non-members, this agenda is for information only

- Committee - **AUDIT COMMITTEE**
- Date & Time - **Friday, 25th November, 2011 at 10.00 am**
- Venue - **Norfolk Room, Conference Suite,
Elizabeth House, Dereham**

Members of the Committee requiring further information, or with specific questions, are asked to raise these with the appropriate officer at least two working days before the meeting. If the information requested is available, this will be provided, and reported to Committee.

Members

Lady Fisher	Mr T. Ludlow, Independent Member
Mr T. J. Jermy	Mr R.P. Childerhouse
Mr M. A. Wassell	Mr C.R. Jordan (Chairman)
Mr K. Stevens, Independent Member	Mr R.G. Kybird (Vice-Chairman)

**PERSONS ATTENDING THE MEETING ARE
REQUESTED TO TURN OFF MOBILE
TELEPHONES**

Member Services
Elizabeth House, Walpole Loke,
Dereham Norfolk, NR19 1EE

Date: Wednesday, 16 November 2011

PART A - ITEMS OPEN TO THE PUBLIC

	<u>Page(s) herewith</u>
1. <u>MINUTES</u> To confirm the minutes of the meeting held on 30 September 2011.	1 - 14
2. <u>APOLOGIES</u> To receive apologies for absence.	
3. <u>URGENT BUSINESS</u> To note whether the Chairman proposes to accept any item as urgent business, pursuant to Section 100(B)(4)(b) of the Local Government Act 1972.	
4. <u>DECLARATION OF INTEREST</u> Members are asked at this stage to declare any interests that they may have in any of the following items on the agenda. The Members' Code of Conduct requires that declarations include the nature of the interest and whether it is a personal or prejudicial interest.	
5. <u>NON-MEMBERS WISHING TO ADDRESS THE MEETING</u> To note the names of any non-members wishing to address the meeting.	
6. <u>JOINT AUDIT & SCRUTINY PANEL MINUTES</u> To receive the Minutes of the Joint Audit & Scrutiny Panel meeting held on 25 October 2011.	15 - 17
7. <u>QUARTER 2 GOVERNANCE REPORT RISKS</u> Report of the Governance & Performance Accountant.	18 - 29
8. <u>ESTIMATES 2012/13</u> Report of the Assistant Director, Finance.	To Follow
9. <u>TREASURY MANAGEMENT MID-YEAR REPORT</u> Report of the Assistant Director, Finance.	30 - 38
10. <u>PROGRESS REPORT ON INTERNAL AUDIT ACTIVITY, APRIL - OCTOBER 2011</u> Report of the Head of Internal Audit.	39 - 54
11. <u>REPORT ON THE STATUS OF AUDIT RECOMMENDATIONS DUE FOR IMPLEMENTATION BY 30 SEPTEMBER 2011</u> Report by the Head of Internal Audit.	55 - 71

12. WORK PROGRAMME

A copy of the Committee's work programme is attached. The Committee is asked to consider whether any additions, deletions or amendments to the programme are required.

13. NEXT MEETING

To note the arrangements for the next meeting to be held on Friday, 3 February 2012 at 10.00am in the Norfolk Room.

Page(s)
herewith

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