



EXEMPT

AUDIT COMMITTEE

AGENDA

Date: Monday, 25th June 2007

Time: 6.00pm

**Venue: The Earl Baldwin Suite
Duke House, Clensmore Street,
Kidderminster**

Audit Committee

Members of Committee:

Chairman: Councillor J Aston
Vice-Chairman: Councillor P B Harrison

Councillor J Baker

Councillor M A W Hazlewood

Councillor D J Millis

Councillor J W R Thomas

Councillor G W Ballinger

Councillor W G Jones

Councillor C D Nicholls

DECLARATIONS OF INTEREST - GUIDANCE NOTE

Code of Conduct

Members are reminded that under the Code of Conduct it is the responsibility of individual Members to declare any personal or personal and prejudicial interest, as appropriate, in any item on this agenda. A Member who declares a personal interest may take part in the meeting and vote, unless the interest is also prejudicial. If the interest is prejudicial, as defined in the Code, the Member must leave the room. However, Members with a prejudicial interest can still participate if a prescribed exception applies or a dispensation has been granted.

Section 106 of the Local Government Finance Act 1992.

If any Member is two months or more in arrears with a Council Tax payment, they may not vote on any matter which might affect the calculation of the Council Tax, any limitation of it, its administration or related penalties or enforcement.

For further information:-

If you have any queries about this Agenda or require any details of background papers, further documents or information you should contact Christine May, Principal Committee Officer, Civic Centre, Stourport-on-Severn. Telephone No: 01562 732729, e-mail christine.may@wyreforestdc.gov.uk.

AGENDA

PART I

1. APOLOGIES FOR ABSENCE

2. APPOINTMENT OF SUBSTITUTE MEMBERS

To receive the name of any Councillor who is to act as a substitute, notice of which has been given to the Head of Legal and Democratic Services, together with the name of the Councillor for whom he/she is acting.

3. DECLARATION OF INTERESTS

In accordance with the Code of Conduct, to invite Members to declare the existence and nature of any personal or personal and prejudicial interests in the following agenda items. Members should indicate the action they will be taking when the item is considered.

Members are also invited to make any declaration in relation to Section 106 of the Local Government Finance Act 1992.

(See guidance note on cover.)

4. MINUTES

To confirm as a correct record the minutes of the meeting held on 24th April 2007. (Attached)

5. TERMS OF REFERENCE

To consider the Committee's Terms of Reference and the proposed addition of three further items and recommend they be adopted by Council. (Attached)

6. ANNUAL REPORT FROM THE FINANCIAL SERVICES MANAGER 2006/2007

To consider the annual report for 2006/2007 from the Financial Services Manager. This provides her opinion, as the Council's Chief Auditor, on the adequacy and effectiveness of the Council's internal control environment in the light of the completion of internal audit reviews. (Attached)

7. FINAL ACCOUNTS 2006/2007

To consider a report from the Financial Services Manager on the Council's Final Accounts for 2006/2007, including the Statement on Internal Control and the Annual Efficiency Statement 2006/07(Backward Look) and to make any recommendations on it. (Attached)

8. WORK PROGRAMME 2007/2008

To consider the Committee's work programme for the 2007/2008 municipal year with regard to the Community Strategy, Corporate Plan and Annual Priorities. (Attached)

9. TO CONSIDER ANY OTHER BUSINESS, DETAILS OF WHICH HAS BEEN COMMUNICATED TO THE HEAD OF LEGAL AND DEMOCRATIC SERVICES BEFORE THE COMMENCEMENT OF THE MEETING, WHICH THE CHAIRMAN BY REASON OF SPECIAL CIRCUMSTANCES CONSIDERS TO BE OF SO URGENT A NATURE THAT IT CANNOT WAIT UNTIL THE NEXT MEETING.

10. EXCLUSION OF THE PUBLIC

To consider passing the following resolution:

"That under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting during the consideration of the following items of business on the grounds that they involve the likely disclosure of "exempt information" as defined in paragraphs 1 and 2 of Part 1 of Schedule 12A to the Act.

PART 2

Not Open to the Public

11. MINUTES

To confirm as a correct record the exempt minutes of the meeting held on 24th April 2007. (Attached)

12. INTERNAL AUDIT REPORT – QUARTER ENDED 31ST MARCH 2007

To consider a report from the Head of Financial Services regarding the Internal Audit Report for the Quarter ended 31st March 2007. (Attached)

13. TO CONSIDER ANY OTHER BUSINESS, DETAILS OF WHICH HAS BEEN COMMUNICATED TO THE HEAD OF LEGAL AND DEMOCRATIC SERVICES BEFORE THE COMMENCEMENT OF THE MEETING, WHICH THE CHAIRMAN BY REASON OF SPECIAL CIRCUMSTANCES CONSIDERS TO BE OF SO URGENT A NATURE THAT IT CANNOT WAIT UNTIL THE NEXT MEETING.