



AUDIT COMMITTEE

A G E N D A

Date: Tuesday, 22nd April 2008

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 G W Ballinger

Councillor M A W Hazlewood

Councillor D J Millis

Councillor C D Nicholls

Councillor J Thomas

Councillor G C Yarranton

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 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 Mrs Diana Glendenning, Senior Committee Officer, Civic Centre, Stourport-on-Severn. Telephone : 01562-732763 or email diana.glendenning@wyreforestdc.gov.uk.

Member	25/06/07	17/09/07	19/11/07	17/03/08	22/04/08
J Baker	✓	✓	✓	✓	-
G W Ballinger	✓	✓	✓	✱	-
M A W Hazlewood	✓	✓	✓	✓	-
D J Millis	✓	✓	✓	✱	-
C D Nicholls	✓	✓	✕	✱	-
J Thomas	✓	✓	✓	✓	-
G C Yarranton	-	✓	✓	✓	-
J Aston	✓	✓	✓	✓	-
P B Harrison	✓	✓	✓	✓	-

Key: ✓ = Present

✕ = Absent (No Substitute)

✱ = Absent (Substituted)

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 17th March 2008. (Attached)

[Minutes 17.3.08](#)

5. ANNUAL AUDIT AND INSPECTION LETTER 2006/2007 FROM AUDIT COMMISSION

To receive the Annual Audit and Inspection Letter 2006/2007 from the Audit Commission. (Attached)

[Annual Audit Inspection Letter](#)

6. TERMS OF REFERENCE

To consider the Committee's Terms of Reference and the proposed amendment to item 15 and recommend that they be adopted by Council. (Attached)

[Terms of Reference](#)

7. CORPORATE RISK MANAGEMENT – POSITION STATEMENT

To consider a report from the Head of Financial Services which provide Members with an updated position statement on Risk Management within the organisation. (Attached)

[Corporate Risk Management - Position Statement](#)

8. WORK PROGRAMME

To consider the Committee's work programme for the 2007/2008 municipal year. (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 17th March 2008. (Attached)

[Exempt Minutes Audit Committee 17th March 2008](#)

12. **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.**