



Essex County Council

**Member Support and Governance  
Policy, Community Planning and Regeneration  
County Hall Chelmsford CM1 1LX**

## **Audit Committee**

**Date:** Monday, 13 December 2010  
**Time:** 10.00am  
**Venue:** Committee Room 1

**Officer support to this Committee:**  
**Hannah Cleary Governance Officer**  
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This meeting is open to the public and the press. A more detailed agenda is set out overleaf and is also available on the Essex County Council website [www.essexcc.gov.uk](http://www.essexcc.gov.uk), click on "Choose an online service" on the right-hand side of the Home Page and then click on "Council decisions & meetings". These documents can be provided on request in the following formats, large print, Braille, or on disk.

The following items are for discussion at this meeting:

- **Transformation Programme Review**
- **Annual Audit Letter 2009/10-Essex County Council and Essex County Pension Fund**
- **External Audit Action Plan 2009/10**
- **Annual Governance Report 2009/10 Action Plan**
- **Monitoring of External Inspection Reports**

**Part I**  
(Business to be taken in public)

**1. Apologies for Absence**

The Governance Officer will report the receipt (if any) of apologies for absence submitted by Members of the Committee.

**2. Declarations of Interest**

Any declarations of interest to be made by members of the Committee during the meeting will be noted at this stage.

**3. Minutes**

To approve as a correct record the minutes of the meeting held on 27 September 2010.

**4. Annual Audit Letter 2009/10- Essex County Council and Essex County Pension Fund**

To consider a report by the External Auditors.

**5. Transformation Programme Review**

To consider a report by the External Auditors.

**6. 2009/10 External Audit Action Plan**

To consider report AC/30/10 by the Head of Financial Standards and Regulation.

**7. Annual Governance Report 2009/10 Action Plan**

To consider report AC/31/10 by the Governance Manager.

**8. Monitoring of External Inspection Reports**

The Committee are invited to consider report AC/32/10. Paul Abraham, Assistant Director for Performance and Organisational Intelligence will be in attendance for this item.

**9. Forward Look**

The Committee are invited to consider report AC/33/10 by the Governance Officer.

**10. Date and Time of Next Meeting**

The next scheduled meeting of the Committee is **Monday 17 January 2010, at 10am in Committee Room 2.**

**11. Dates of Future Meetings**

<b>Date</b>	<b>Time</b>	<b>Venue</b>
Monday, 17 January 2011	10am	Committee Room 2
Monday, 14 March 2011	10am	Committee Room 1
Monday, 16 May 2011	10am	Committee Room 1
Monday, 27 June 2011	10am	Venue to be confirmed
Monday, 26 September 2011	10am	Venue to be confirmed
Monday, 12 December 2011	10am	Venue to be confirmed
Monday, 16 January 2012	10am	Venue to be confirmed
Monday, 14 May 2012	10am	Venue to be confirmed

**12. Urgent Part I Business**

To consider any matter which, in the opinion of the Chairman, should be considered in public by reason of special circumstances (to be specified) as a matter of urgency.

**13. Exclusion of the Public**

To consider whether the public (including the press) should be excluded from the meeting during consideration of an agenda item on the grounds that it involves the likely disclosure of exempt information as specified in Part I of Schedule 12A of the Local Government Act 1972 (exclusion is recommended for the items set out in Part II below).

**Part II**

(Business to be taken in private)

**14. Internal Audit Progress Report and implementation of Internal Audit recommendations**

To consider report AC/34/10 by Cajetan Chukwulozie, Assistant Director, Internal Audit and Risk Management Consultancy Services (**exempt under paragraph 3-financial or business affairs**).

**15. Information Services Approval Process Map**

The Committee are invited to consider report AC/35/10 by James Jordan, IS Head of Delivery, who will be in attendance for this item **(exempt under paragraph 3 – financial and business affairs)**

**16. Special Payments Authorisation Process**

The Committee are invited to consider report AC/36/10 by Margaret Tant, Head of Advice and Support, HR, who will be in attendance for this item **(exempt under paragraph 3-financial and business affairs)**.

**17. Corporate Governance Review**

The Committee are invited to consider report AC/37/10 **(exempt under paragraph 3 – financial and business affairs)**.

**18. IFRS Review**

The Committee are invited to consider report AC/38/10 **(exempt under paragraph 3 – financial and business affairs)**.

**19. Urgent Exempt Business**

To consider any matter which, in the opinion of the Chairman, should be considered in private by reason of special circumstances (to be specified) as a matter of urgency.