



Exeter City Council

To the Chair and Members
of the Audit and Governance Committee

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Our ref:
Your ref:

A meeting of the **AUDIT AND GOVERNANCE COMMITTEE** will be held in the Rennes Room, Civic Centre, Paris Street, Exeter at **5.30 pm** on **WEDNESDAY 26 JUNE 2013** to consider the following business. If you have an enquiry regarding any items on this agenda, please contact Sharon Sissons, Democratic Services Officer (Committees) on **Exeter 265115**.

Entry to the Civic Centre can be gained through the Customer Service Centre, Paris Street.

Pages

AGENDA

Part I: Items suggested for discussion with the press and public present

1 **APOLOGIES**

To receive apologies for absence from Committee members.

2 **MINUTES**

To sign the minutes of Standards Committee held on 1 May 2013.

3 **DECLARATIONS OF INTEREST**

Councillors are reminded of the need to declare personal and prejudicial interests, including the nature and extent of such interests, in relation to business on the agenda, before any discussion takes place on the item. Councillors requiring clarification should seek the advice of the Monitoring Officer prior to the day of the meeting.

4 **PRESENTATION ON THE SCOPE OF THE AUDIT AND GOVERNANCE COMMITTEE**

To note the Terms of Reference for the meeting.

5 - 6

5 **AUDIT COMMITTEE UPDATE REPORT - JUNE 2013**

The Council's External Auditor, Grant Thornton, will present the Annual Progress Report to Members – *report circulated*

7 - 22

Office of Corporate Manager Democratic & Civic Support

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6	<u>AUDIT PLAN 2012/13</u>	
	The Council's External Auditor, Grant Thornton, will present the Annual Audit Plan to Members – <i>report circulated</i>	23 - 46
7	<u>AUDIT FEE LETTER 2013/14</u>	
	The Council's External Auditor, Grant Thornton, will detail the Fee Letter to Members – <i>report circulated</i>	47 - 50
8	<u>ANNUAL GOVERNANCE STATEMENT</u>	
	To receive the report of the Acting Assistant Director Finance – <i>report circulated</i>	51 - 60
9	<u>INTERNAL AUDIT CHARTER</u>	
	To consider the report of the Senior Auditors – <i>report circulated</i>	61 - 68
10	<u>ANNUAL INTERNAL AUDIT REPORT 2012/13</u>	
	To consider the report of the Senior Auditors – <i>report circulated</i>	69 - 72
11	<u>REVIEW OF EXISTING RISK MANAGEMENT ARRANGEMENTS</u>	
	To consider the report of the Corporate Manager Policy, Communications and Community Engagement – <i>report circulated</i>	73 - 80
12	<u>THE ROLE OF CITY HONORARY ALDERMEN</u>	
	To consider the report of the Corporate Manager Democratic and Civic Support - <i>report circulated</i>	81 - 86

DATE OF NEXT MEETING

The next meeting of the Audit and Governance Committee will be held on Thursday 26 September 2013 at 5.30pm

Membership -

Councillor Simon Bowkett (Chair), Councillors Baldwin (Deputy Chair), Branston, Choules, D J Henson, Laws, Leadbetter, Morris, Payne and Spackman

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