

Swindon Borough Council

Audit Committee

Tuesday, 15 April 2014

Committee Room 6, Civic Offices

At 6.00 p.m.

Conservative Councillors

Steve Weisinger
(Chair)
Roderick Bluh
Michael Bray
John Haines

Labour Councillors

Des Moffatt
Steve Allsopp
Neil Heavens

Committee Officer: Steve Jones (01793 463602)

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Access Arrangements - The venue is wheelchair accessible and an infrared receiver hearing system is provided. If you have any special requirements to enable you to attend the meeting or would like to receive any of the pages contained in this agenda in a larger print size, please contact the Committee Officer as soon as possible prior to the date of the meeting.

AGENDA

1. Apologies for Absence

2. Declarations of Interest

Members are requested at the start of the meeting to declare any known interests in any matter to be considered, and are reminded that any such interest should also be declared at the start of an item or during any discussion of the matter concerned.

3. Public Question Time

See explanatory note below. Please phone the Committee Officer whose name and number appears at the top of this agenda if you need further guidance).

4. Minutes (Pages 1 - 4)

To receive the minutes of the meeting held on 4th February 2014

5. Internal Audit reports identifying 'significant' risk or 'of concern': Highways Capital Programme HIA (Pages 5 - 40)

6. Annual Statement of Accounts 2013/14 BDR (Pages 41 - 44)

7. **Internal Audit Plan: 2014/15 HIA** (Pages 45 - 56)
8. **Internal Audit review: Strategic Fraud Update HIA** (Pages 57 - 64)
9. **External Audit Reports** (Pages 65 - 112)
 1. Swindon Certification Work Plan
 2. Audit Plan for Swindon Borough Council
 3. Update for Audit Committee
 4. Swindon Borough Council Financial Statements for the year ended 31 March 2014
 5. Swindon Borough Council Financial Statements for the year ended 31 March 2014 – Understanding how the Audit Committee gains assurance from management
10. **Head of Internal Audit Update HIA** (Pages 113 - 128)

Date of Despatch: 07 April 2014

Key:

Officers:

BDR - Board Director, Resources
HIA - Head of Internal Audit

Public Question Time - Swindon Borough Council is committed to increasing its accountability to the public and to promoting active citizenship. Up to 15 minutes will be allowed at the start of all Council meetings for questions to the Chair from members of the public about the work of the Committee (except for confidential matters and specific planning applications). Questions must be relevant, clear and concise. Because of time constraints Public Question Time is not an opportunity to make speeches or statements. Prior notice of a question to the Director of Law and Democratic Services is desirable - particularly if detailed background information is needed.

The Audit Committee - Terms of Reference

(the complete terms of reference and programme of activity for the Audit Committee are set out in Minute 61 of the meeting of the Audit Sub-Committee held on 25 January 2006)

To provide independent assurance to the Council on the following responsibilities:

- (i) the effectiveness of the Council's risk management, internal control and its overall assurance framework;
- (ii) the effectiveness of the Council's financial and non-financial performance to the extent that it might impact upon (i) above;
- (iii) the performance of the Council's Internal Audit section;
- (iv) the receipt and review of External Audit reports and liaison with external auditors on significant matters identified, and
- (v) advise upon and/or review the effectiveness of any other matters referred to the Audit Committee by the Cabinet, the Overview and Scrutiny and Regulatory Committees.