

7 May 2013

Dear Councillor

**PERFORMANCE AND AUDIT COMMITTEE**

A meeting of the Performance and Audit Committee will be held at the Council Offices, London Road, Saffron Walden, on Thursday 15 May 2014 at 7.45 pm, or at the conclusion of the question and answer session, whichever is the earlier.

Yours faithfully

JOHN MITCHELL

Chief Executive

**Commencing at 7.30 pm, there will be an opportunity of up to 15 minutes for members of the public to ask questions and make statements subject to having given two working days' prior notice.**

**A G E N D A  
PART I**

1	Apologies for absence and declarations of interest.	
2	Minutes of the meeting held on 13 February 2014	1
3	Matters arising.	
4	Protecting the Public Purse – Fraud Briefing presentation by External Audit -	
5	Annual Fee Letter	7
6	Financial Regulations review	11
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8	Performance and Audit Committee Self-Assessment 2013/14	15

9	Internal Audit progress report	21
10	Q4 Performance 2013/14	32
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12	Any other items that the Chairman considers to be urgent.	

To: Councillors: K Artus, K Eden, M Felton, **S Howell**, D Jones, A Ketteridge, E Oliver, E Parr, J Parry, D Sadler.

Lead Officer: Richard Auty (01799 510500)  
Democratic Services Officer: Maggie Cox (01799 510369)

### **MEETINGS AND THE PUBLIC**

Members of the public are welcome to attend any of the Council's Cabinet or Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website [www.uttlesford.gov.uk](http://www.uttlesford.gov.uk).

The agenda is split into two parts. Most of the business is dealt with in Part 1 which is open to the public. Part II includes items which may be discussed in the absence of the press or public, as they deal with information which is personal or sensitive for some other reason. You will be asked to leave the meeting before Part II items are discussed.

You are entitled to see any of the background papers that are listed at the end of each report. If you want to inspect background papers or speak before a meeting please contact either Peter Snow on 01799 510430, Maggie Cox on 01799 510369, Rebecca Dobson 01799 510433, or by fax on 01799 510550.

Agenda and Minutes are available in alternative formats and/or languages. For more information please call 01799 510510.

### **FACILITIES FOR PEOPLE WITH DISABILITIES**

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