



Uttlesford District Council

Chief Executive: Dawn French

Performance and Audit

Date: Thursday, 19 May 2016
Time: 19:30
Venue: Committee Room
Address: Council Offices, London Road, Saffron Walden, CB11 4ER

Members: Councillors G Barker, M Foley, J Freeman, J Gordon, D Jones, N Hargreaves, T Knight, B Light, J Loughlin and E Oliver (Chairman).

Public Speaking

At the start of the meeting 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 notice by 12 noon two working days' before the meeting.

AGENDA PART 1

Open to Public and Press

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| 1 | Apologies for absence and declarations of interest | |
| 2 | Minutes of the meeting held on 11 February 2016 | 5 - 10 |
| 3 | Matters arising | |
| 4 | Draft Annual Governance Statement 2015-16 | 11 - 20 |
| 5 | Internal Audit Annual Report and Opinion 2015-16 | 21 - 32 |
| 6 | Internal Audit Strategy and Programme 2016-17 | 33 - 46 |
| 7 | Internal Audit Progress Report 30 January to 06 May 2015 | 47 - 56 |

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|----|---|---------|
| 8 | Performance and Audit Committee Self-assessment 2015-16 | 57 - 72 |
| 9 | Procurement Arrangements - to follow | |
| 10 | Q4 Performance 2015-16 - to follow | |
| 11 | Q4 Corporate Risk Register 2015-16 - to follow | |
| 12 | Any other items which the Chairman considers to be urgent | |

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. For background papers in relation to this meeting please contact committee@uttlesford.gov.uk or phone 01799 510430/433

Members of the public and representatives of parish and town councils are permitted to speak or ask questions at any of these meetings. You will need to register with the Democratic Services Officer by midday two working days before the meeting.

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.

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

Facilities for people with disabilities

The Council Offices has facilities for wheelchair users, including lifts and toilets. The Council Chamber has an induction loop so that those who have hearing difficulties can hear the debate.

If you are deaf or have impaired hearing and would like a signer available at a meeting, please contact committee@uttlesford.gov.uk or phone 01799 510430/433 as soon as possible prior to the meeting.

Fire/emergency evacuation procedure

If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest designated fire exit. You will be directed to the nearest exit by a designated officer. It is vital you follow their instructions.

For information about this meeting please contact Democratic Services

Telephone: 01799 510433, 510369 or 510548

Email: Committee@uttlesford.gov.uk

General Enquiries

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