



NOTICE OF MEETING

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| Meeting: | Audit Committee |
| Date and Time: | Tuesday, 26 March 2019 at 7.00 pm |
| Place: | Committee Room 1, Civic Offices, Fleet |
| Telephone Enquiries to: | Alison Cottrell, 01252 774131 committeeservices@hart.gov.uk |
| Members: | Axam, (Chairman), Blewett, Burchfield, Crookes, Harward, Kennett, Makepeace- Browne |

Joint Chief Executive

CIVIC OFFICES, HARLINGTON WAY
FLEET, HAMPSHIRE GU51 4AE

AGENDA

**COPIES OF THIS AGENDA ARE AVAILABLE IN LARGE PRINT
AND BRAILLE ON REQUEST**

- 1 At the start of the meeting, the Lead Officer will confirm the Fire Evacuation Procedure.**
- 2 The Chairman will announce that this meeting may be recorded and that anyone remaining at the meeting has provided their consent to any such recording – please see our protocol on [Attending and Reporting Meetings](#).**

I MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting held on 23 October 2018 are attached to be confirmed and signed as a correct record. **Paper A**

2 APOLOGIES FOR ABSENCE

3 CHAIRMAN'S ANNOUNCEMENTS

4 DECLARATIONS OF INTEREST

To declare disclosable pecuniary, and any other, interests.

5. INTERNAL AUDIT PROGRESS REPORT 2018/19 Q4

To update the Committee on Internal Audit work carried out between October 2018 and March 2019. **Paper B**

RECOMMENDATION

That the Internal Audit work completed between October 2018 and March 2019 be noted.

6. CERTIFICATION OF CLAIMS AND RETURNS ANNUAL REPORT 2017-18

To advise the Committee of the results of the Certification work carried out on the Council's Housing Benefit Subsidy Claim for 2017/18. **Paper C**

RECOMMENDATION

That the report be noted.

7. EXTERNAL AUDIT PLAN FOR THE YEAR ENDING 31 MARCH 2019

To advise the Committee of the content of the External Audit Plan for the year ending 31 March 2019. **Paper D**

RECOMMENDATION

That the report be noted.

8. RISK UPDATE REPORT

The purpose of the report is to provide the Committee with an update on the effectiveness of the Council's risk management framework. **Paper E**

RECOMMENDATION

That the Committee notes the effectiveness of the risk management framework.

9. INTERNAL AUDIT REPORTING

The purpose of this report is to inform the Committee of a proposed change to the way Internal Audit report findings, risks and recommendations. **Paper F**

RECOMMENDATION

That the Committee approves the proposed changes to the internal audit report process.

10. INTERNAL AUDIT PLAN 2019/20

To inform members of the content of the 2019/20 Internal Audit Plan, attached as Appendix I. **Paper G**

11. ANNUAL REPORT OF THE AUDIT COMMITTEE 2018/19

To inform members of the work carried out by the Council's Audit Committee, together with details of how the Committee fulfilled its Terms of Reference and responsibilities during 2018/19. **Paper H**

RECOMMENDATION

That the Annual Report of the Audit Committee during 2018/19 is noted and forwarded to full Council for endorsement.

12. AUDIT COMMITTEE WORK PROGRAMME 2019/20

The Audit Work Programme is attached for consideration and amendment. **Paper I**

13. AUDIT COMMITTEE ACTION LOG

The Audit Committee Action Log is attached for consideration. **Paper J**

Date of Despatch: 19 March 2018