



Committee: AUDIT COMMITTEE
Date: WEDNESDAY, 15 FEBRUARY 2012
Venue: MORECAMBE TOWN HALL
Time: 6.00 P.M.

A G E N D A

1. **Apologies for Absence**

2. **Minutes**

Minutes of the meeting held on 21 September 2011 (previously circulated).

3. **Items of Urgent Business authorised by the Chairman**

4. **Declarations of Interest**

5. **Audit Committee Terms of Reference – Composition of the Committee** (Pages 1 - 3)

Report of Head of Governance

6. **Annual Audit Letter 2010/11** (Pages 4 - 10)

Report of KPMG

(All Councillors have been invited to attend for this item.)

7. **Local Government Ombudsman**

The Local Government Ombudsman, Mrs. Seex, will make a presentation to Members on how complaints are investigated and discuss complaint handling in general.

8. **Internal Audit Monitoring** (Pages 11 - 15)

Report of Internal Audit Manager

9. **Results of Internal Audit Work** (Pages 16 - 20)

Report of Internal Audit Manager

10. **Anti-Fraud, Bribery & Corruption Policy** (Pages 21 - 33)

Report of Internal Audit Manager

11. **Exempt Items**

The following report is public, but Appendices B, C and D are exempt under the Local Government Act 1972, as they contain information relating to the financial or business affairs of a particular person (including the authority holding that information).

The Committee is recommended to pass the following recommendation in relation to consideration of Appendices B, C and D:

“That, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for consideration of Appendices B, C and D, on the ground that it could involve the possible disclosure of exempt information, as defined in paragraph 3 of Schedule 12A of that Act.”

Members are reminded that, whilst Appendices B, C and D have been marked as exempt, it is for the Committee itself to decide whether or not to consider them in private or in public. In making the decision, Members should consider the relevant paragraph of Schedule 12A of the Local Government Act 1972, and should balance the interests of individuals, or the Committee itself, in having access to information. In considering their discretion, Members should also be mindful of the advice of Council Officers.

12. **RMS Planned Maintenance - Hala Flats Rendering Project (Pages 34 - 58)**

Report of Internal Audit Manager and Head of Environmental Services

ADMINISTRATIVE ARRANGEMENTS

(i) Membership

Councillors Malcolm Thomas (Chairman), Jon Barry, Geoff Knight, Richard Newman-Thompson, Ian Pattison, Vikki Price and Peter Williamson

(ii) Substitute Membership

Councillors Roger Dennison, Tim Hamilton-Cox, Geoff Marsland, Sylvia Rogerson, Susan Sykes and David Whitaker

(iii) Queries regarding this Agenda

Please contact Jane Glenton, Democratic Services - telephone (01524) 582068, or email jglenton@lancaster.gov.uk.

(iv) Changes to Membership, substitutions or apologies

Please contact Members' Secretary, telephone (01524) 582170, or email memberservices@lancaster.gov.uk.

MARK CULLINAN,
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