
AGENDA for the **AUDIT COMMITTEE** meeting to be held in **Committee Room 'A'**, County Hall, Hertford on Thursday 5 June 2003 at 10.00 a.m.

MEMBERS OF THE COMMITTEE (8) - QUORUM 3

N K Brook, D Clayton, A D Dodd, F J Escott, P V Goggins (Chairman),
F Guest, M J Hobday, R Sanderson.

(K H Coleman substituting for D Clayton; B Hammond substituting for N K Brook)

AGENDA

PART ONE (PUBLIC) AGENDA

Meetings of the Committee are open to the public (this includes the press) and attendance is welcomed. However, there may be occasions when the public are excluded from the meeting for particular items of business. Any such items are taken at the end of the public part of the meeting and are listed under "Part Two ('closed') agenda".

1. MINUTES

- (a) To confirm the minutes of the meeting held on 6 March 2003 (previously circulated).
- (b) The Lead Officer to report on any issues arising therefrom since the last meeting.

2. AUDIT COMMISSION PLAN 2003/4

To consider the Draft Audit Commission Plan 2003/4.

Report from the District Auditor attached.

3. INTERNAL AUDIT ANNUAL REPORT 2002/3

Report of the Chief Internal Auditor attached.

4. RISK MANAGEMENT

Report of the Head of Risk Management

The Committee at their meeting on 12 December 2002 agreed that they would receive an annual report on risk management. For the year 2003/4 it was agreed that an update report would be presented to this meeting. This is attached.

5. FUTURE WORK PROGRAMME

Report of the Lead Officer

Attached

PART TWO (CLOSED) AGENDA

EXCLUSION OF PRESS AND PUBLIC

The Chairman to move:-

“That under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 7 of Part I of Schedule 12A to the said Act.”

1. CONTRACT MONITORING – PASSENGER TRANSPORT

At their meeting in October 2001 the Committee agreed that, in future, they would deal with the examination of high value contracts within generic groups. They agreed that at this meeting they would look at the contracts for Passenger Transport

A report from the Director of Environment, in the format previously agreed by the Committee, is attached. The author is Rob Smith, Integrated Transport Services Manager (tel: 01992 556118)

2. CONTRACT MONITORING – HERTFORDSHIRE HIGHWAYS

Attached is a progress report from the Director of Environment, following on from the item considered at the last meeting.

Lead Officer:
Chris Kay Tel: 01992 555320

Committee Administrator:
Ron Coxall Tel: 01992 555540

Please note that full papers have been dispatched to Committee members only. All other members have been sent the agenda front sheet only.

If you require a copy of any of the reports mentioned above please contact Ron Coxall Tel: 01992 555540 or Fax: 01992 555518