

---

**AGENDA** for the **AUDIT COMMITTEE** meeting to be held in **Committee Room 'A'**, County Hall, Hertford on Thursday 11 December 2003 at 10.00 a.m.

---

### **MEMBERS OF THE COMMITTEE (8) - QUORUM 3**

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

### **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 5 June 2003 (previously circulated).
- (b) The Lead Officer to report on any issues arising therefrom since the last meeting.

#### **2. AUDIT OF HIGHWAYS – RELATED SECTION 106 AGREEMENTS**

Report of the Chief Internal Auditor

#### **3. FUTURE WORK PROGRAMME**

Report of the Lead Officer

To agree a work programme for the ensuing year.

## **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.”

### **CONTRACT MONITORING**

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 high value contracts not covered by other agreed generic areas and contracts for support services.

Reports in the format previously agreed by the Committee, are attached as items 1 and 2. Item 1 concentrates on vehicle maintenance contracts. Item 2 primarily looks at ICT contracts

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**