

Members are requested to attend:

**AUDIT & IMPROVEMENT COMMITTEE
19 November 2008**

1. Apologies for Absence and Substitutions.

2. Declarations of Interest

Members' declarations of interest (if any) in relation to any matters on the agenda.

3. Minutes

The minutes of the meetings held on 10 September 2008 are at pages 1-4.

4. Matters Arising.

5. Written Questions and Petitions.

6. Committee Forward Work Plan

At page 5.

7. Progress Against Audit Plans

The report from the Audit Commission is at pages 6-11.

8. Use of Resources

The report from the Audit Commission will be circulated separately.

9. Quarterly Performance Report (Second Quarter 2008/09)

The report is at pages 12-47.

10. Playhouse Budget

The report is at pages 48-49.

11 Working Party and Group Minutes

(a) Improvement Group

The minutes of the meetings held on 16 July 2008 and 29 October 2008 are at pages 50-55.

(b) Constitution Working Group

The minutes of the meetings held on 22 September 2008 and 28 October 2008 are at pages 56-59.

12. References from Other Committees

Any references arising from meetings held after the publication of this agenda will be circulated separately.

13. Matters of Urgent Business

Such other business which, in the opinion of the Chair, should be considered as a matter of urgency by reason of special circumstances to be specified in the minutes.

14. Exclusion of Press and Public

The Chairman will move that the press and public be excluded from the meeting during consideration of the following agenda item on the grounds that it involves the likely disclosure of exempt information as specified under paragraph 1 of Part One of Schedule 12A of the Local Government Act 1972, if and so long as, in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Paragraph 1 – Information relating to any individual.

15. Internal Audit Progress Report

The report is at pages 60-66.