



DERBY CITY COUNCIL

**AUDIT AND ACCOUNTS COMMITTEE
THURSDAY 04 DECEMBER 2008
AT 6.00PM**

AT THE COUNCIL HOUSE

A G E N D A

1. Apologies
2. Late items to be introduced by the Chair
3. Declarations of Interest
4. Minutes of the meeting held on 24 September 2008
To approve the minutes. **Attached**

Updates

5. Highways Maintenance Term Contract
Oral Update **Christine Durrant**
6. Agency Workers in Regeneration and Community
Oral Update on the protocol for the procurement of consultants **Christine Durrant**

Internal Audit and Governance

7. Internal Audit Terms of Reference
To agree the terms of reference for Internal Audit **Attached**
8. Internal Audit Progress Report
To note the activity and performance of Internal Audit in the period 1 September 2008 to 31 October 2008. **Attached**
9. Follow up Audits
To agree the proposed action **Attached**
10. Contract Procedure Rules – Non-compliance
To approve the procedure for reporting non-compliance **Attached**
11. National Fraud Initiative
To note the report **Attached**
12. Internal Data Matching
To approve the data matching policy and strategy **Attached**
13. Risk Management Update
To note the report **Attached**

NOTES:

- (1) For more information on this agenda or the meeting please contact Laura Follows on Derby 255684 e-mail laura.follows@derby.gov.uk If you are planning to attend the meeting and have any specific requirements please contact us on the number above for assistance.
- (2) Meetings at the Council House are held in the Council Suite. Please use the electronic notice boards on arrival to check which meeting room will be used. Members of the public should use the Derwent Street entrance for evening meetings.
- (3) Documents can be accessed on the Council's website www.derby.gov.uk/CMIS. Click on the link 'Council Management Information System', click on 'Committees' and select Audit and Accounts from the list.
- (4) Any items marked **To Follow** will be posted onto the Council's website and emailed to Members when they are available. Please contact Laura Follows if you require a hard copy.
- (5) Please note that refreshments for members of this Committee will be served in the Riverside Restaurant 30 minutes before the meeting. If you have any special requirements please contact Kath Endor – Catering Manager on 01332 255388.