

AGENDA

Audit Committee Meeting



Date: Monday 3 March 2008
Time: 6.30 pm
Venue: Town Hall, High Street,
Maidstone

Membership:

Councillors Warner (Chairman), Butler, Garland,
Parr and Horne

Page No.

1. Notification of Substitute Members
2. Notification of Visiting Members
3. Disclosures by Members and Officers
4. Disclosures of Lobbying
5. To consider whether any items should be taken in private because of the possible disclosure of exempt information
6. Minutes of the Meeting Held on 17 September 2007 1 - 4
7. Report of the Director of Change and Support Services - Use of Resources 2007 5 - 32

Continued Over/:

David Petford
Issued on 22 February 2008

The reports included in Part I of this agenda can be made available in **alternative formats**. For further information about this service, or to arrange for special facilities to be provided at the meeting, **please contact NEIL HARRIS on 01622 602030**. To find out more about the work of the Committee, please visit www.digitalmaidstone.co.uk

**David Petford, Chief Executive, Maidstone Borough Council,
London House, 5-11 London Road, Maidstone, Kent, ME16 8HR**

8.	Report of the Director of Change and Support Services - Data Quality 2007	33 - 54
9.	Report of the Head of Internal Audit and Risk Strategy - Internal Audit - Six-Monthly Interim Report	55 - 74
10.	Report of the Head of Internal Audit and Risk Strategy - Internal Audit Strategic Plan	75 - 84
11.	Report of the Chief Officer Management Team - Strategic Risk Register Update	85 - 116
12.	Report of the Chief Finance Officer - Review of Financial Procedure Rules	117 - 150
13.	Report of the Chief Finance Officer - Related Party Transactions	151 - 156
14.	Report of the Chief Finance Officer - Review of Progress by the Audit Committee	157 - 168