



Haverling

LONDON BOROUGH

AUDIT COMMITTEE AGENDA

7.30 pm

**Wednesday
21 December 2011**

**Town Hall, Main Road,
Romford**

Members 6: Quorum 3

COUNCILLORS:

**Conservative Group
(4)**

Georgina Galpin (Chairman)
Osman Dervish (Vice-Chair)
Roger Ramsey
Frederick Thompson

**Residents' Group
(1)**

Clarence Barrett

**Labour Group
(1)**

Paul McGeary

For information about the meeting please contact:

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AGENDA ITEMS

1 CHAIRMAN'S ANNOUNCEMENTS

The Chairman will announce details of the arrangements in case of fire or other events that might require the meeting room or building's evacuation.

2 APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS

(if any) – received.

3 DECLARATION OF INTERESTS

Members are invited to declare any interests in any of the items on the agenda at this point of the meeting. Members may still declare an interest in any item at any time prior to the consideration of the matter.

4 MINUTES OF THE MEETING (Pages 1 - 10)

To approve as correct the minutes of the meeting held on 22 September 2011 and authorise the Chairman to sign them.

5 HOUSING BENEFIT FRAUD OVERPAYMENT REPORT (Pages 11 - 14)

Report attached.

6 ANNUAL AUDIT LETTER (Pages 15 - 24)

Report attached.

7 CLOSURE OF ACCOUNTS TIMETABLE 2011/12 (Pages 25 - 30)

Report attached.

8 GOVERNANCE UPDATE (Pages 31 - 38)

Report attached.

9 INTERNAL AUDIT PROGRESS REPORT (Pages 39 - 66)

Report attached.

10 FRAUD PROGRESS REPORT (Pages 67 - 82)

Report attached.

11 DEMISE OF THE AUDIT COMMISSION

Officers will give an oral report at the meeting.

12 URGENT BUSINESS

To consider any other item in respect of which the Chairman is of the opinion, by reason of special circumstances which shall be specific in the minutes that the item should be considered at the meeting as a matter of urgency.

13 EXCLUSION OF THE PUBLIC

To consider whether the public should now be excluded from the remainder of the meeting on the grounds that it is likely that, in view of the nature of the business to be transacted or the nature of the proceedings, if members of the public were present during those items there would be disclosure to them of exempt information within the meaning of paragraph 3 of Schedule 12A to the Local Government Act 1972; and, if it is decided to exclude the public on those grounds, the Committee to resolve accordingly on the motion of the Chairman.

14 TREASURY MANAGEMENT UPDATE - QUARTER 2, 2011/12

(Pages 83 - 94)

Report attached.

**Ian Buckmaster
Committee Administration &
Member Support Manager**