



Haverling

LONDON BOROUGH

AUDIT COMMITTEE AGENDA

7.30 pm

**Tuesday
4 December 2012**

**Town Hall, Main Road,
Romford**

Members 6: Quorum 3

COUNCILLORS:

**Conservative Group
(4)**

**Residents' Group
(1)**

**Labour Group
(1)**

**Independent
Residents' Group
(0)**

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

Clarence Barrett

Denis Breading

For information about the meeting please contact:

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email: james.goodwin@haverling.gov.uk

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 DISCLOSURE OF PECUNIARY INTERESTS

Members are invited to declare any pecuniary interest in any of the items on the agenda at this point of the meeting.

Members may still disclose any pecuniary interest in any item at any time prior to the consideration of the matter.

4 MINUTES OF THE MEETING (Pages 1 - 6)

To approve as correct the minutes of the meeting held on 25 September 2012 and authorise the Chairman to sign them.

5 JACOBS CONTRACT UPDATE

An oral report will be given.

6 LEASEHOLDER VALUATION TRIBUNAL UPDATE

An oral report will be given.

7 ANNUAL AUDIT LETTER (Pages 7 - 16)

Report attached.

8 ACCOUNTS CLOSURE TIMETABLE (Pages 17 - 22)

Report attached.

9 INTERNAL AUDIT PROGRESS REPORT QUARTER 2 (Pages 23 - 48)

Report attached.

10 FRAUD PROGRESS REPORT QUARTER 2 (Pages 49 - 60)

Report attached.

11 GOVERNANCE UPDATE INC WHISTLEBLOWING (Pages 61 - 68)

Report attached.

12 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.

13 TREASURY MANAGEMENT QUARTERLY REPORT

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