



Haverling

LONDON BOROUGH

AUDIT COMMITTEE AGENDA

7.30 pm

**Wednesday
24 April 2013**

**Town Hall, Main Road,
Romford**

Members 6: Quorum 3

COUNCILLORS:

Conservative Group (4)

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

Residents' Group (1)

Clarence Barrett

Labour Group (1)

Denis Breading

**For information about the meeting please contact:
James Goodwin 01708 432432
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

To approve as correct the minutes of the meeting held on 28 February 2013 and authorise the Chairman to sign them.

5 UPDATE ON SURTEES CONTRACT

To receive an oral report from the Head of Housing and Public Protection.

6 EXTERNAL AUDIT 2013/14 FEE LETTER. (Pages 1 - 8)

Report attached.

7 ACCOUNTING POLICIES (Pages 9 - 26)

Report attached.

8 FRAUD PROGRESS REPORT (Pages 27 - 38)

Report attached.

9 INTERNAL AUDIT REPORT

Report to follow.

10 INTERNAL AUDIT CHARTER AND TERMS OF REFERENCE (Pages 39 - 48)

Report attached.

11 ANNUAL REPORT OF THE COMMITTEE (Pages 49 - 60)

Report attached.

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.

**Ian Burns
Acting Assistant Chief
Executive**