



Haverling

LONDON BOROUGH

AUDIT COMMITTEE AGENDA

7.00 pm Please note early start	Wednesday 19 February 2014	Town Hall, Main Road, Romford
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Members 6: Quorum 3

COUNCILLORS:

Conservative
(3)

Residents'
(1)

Labour
(1)

Independent
Residents'
(0)

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

Clarence Barrett

Denis Breading

For information about the meeting please contact:
James Goodwin
01708 432432 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 3 December, 2013 and authorise the Chairman to sign them.

5 2012/2013 AUDIT REPORT OF GRANT CLAIMS AND RETURNS (Pages 7 - 40)

To receive the attached report.

6 ACCOUNTING POLICIES 2013/14 (Pages 41 - 58)

To receive the attached report.

7 CLOSURE OF ACCOUNTS TIMETABLE 2013/14 (Pages 59 - 64)

To receive the attached report.

8 INTERNAL AUDIT PROGRESS REPORT (Pages 65 - 78)

To receive the attached report.

9 INTERNAL AUDIT SYSTEMS REPORT SUMMARIES 1 OCTOBER, 2013 TO 28 JANUARY, 2014 (Pages 79 - 104)

To receive the attached report.

10 INTERNAL AUDIT SCHOOL FINAL REPORT SUMMARIES 1 OCTOBER, 2013 TO 28 JANUARY, 2014. (Pages 105 - 118)

To receive the attached report.

11 DRAFT INTERNAL AUDIT PLAN FOR 2014/15 (Pages 119 - 134)

To receive the attached report.

12 FRAUD PROGRESS REPORT 1 OCTOBER, 2013 TO 31 DECEMBER, 2013 (Pages 135 - 146)

To receive the attached report.

13 DRAFT ANTI-FRAUD WORK PLAN 2014/15 (Pages 147 - 156)

To receive the attached report.

14 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.

15 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.

16 SURTEES CONTRACT

To receive an oral report from officers.

17 RISK BASED VERIFICATION

To consider the attached report.

**Andrew Beesley
Committee Administration
Manager**