



Haverling

LONDON BOROUGH

AUDIT COMMITTEE AGENDA

7.30 pm

**Tuesday
2 December 2014**

**Town Hall, Main Road,
Romford**

Members 6: Quorum 3

COUNCILLORS:

**Conservative
(2)**

**Residents'
(1)**

**East Haverling
Residents'
(1)**

**UKIP
(1)**

**Independent
Residents'
(1)**

Frederick
Thompson
(Chairman)
Viddy Persaud

Julie Wilkes

Clarence Barrett

Philip Hyde

Graham
Williamson

A Vice Chairman is to be appointed at Council on 26 November 2014.

**For information about the meeting please contact:
James Goodwin 01708 432432
james.goodwin@OneSource.co.uk**

Protocol for members of the public wishing to report on meetings of the London Borough of Havering

Members of the public are entitled to report on meetings of Council, Committees and Cabinet, except in circumstances where the public have been excluded as permitted by law.

Reporting means:-

- filming, photographing or making an audio recording of the proceedings of the meeting;
- using any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or
- reporting or providing commentary on proceedings at a meeting, orally or in writing, so that the report or commentary is available as the meeting takes place or later if the person is not present.

Anyone present at a meeting as it takes place is not permitted to carry out an oral commentary or report. This is to prevent the business of the meeting being disrupted.

Anyone attending a meeting is asked to advise Democratic Services staff on 01708 433076 that they wish to report on the meeting and how they wish to do so. This is to enable employees to guide anyone choosing to report on proceedings to an appropriate place from which to be able to report effectively.

Members of the public are asked to remain seated throughout the meeting as standing up and walking around could distract from the business in hand.

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 - 4)

To approve as correct the minutes of the meeting held on 25 September 2014 and authorise the Chairman to sign them.

5 ANNUAL AUDIT LETTER (Pages 5 - 18)

To receive the attached report.

6 CLOSURE OF ACCOUNTS TIMETABLE 2014/15 (Pages 19 - 24)

To receive the attached report.

7 INTERNAL AUDIT PROGRESS REPORT - 30TH JUNE 2014 TO 28TH SEPTEMBER 2014 (Pages 25 - 60)

To receive the report.

8 GOVERNANCE UPDATE (Pages 61 - 70)

To receive the attached report

9 FRAUD PROGRESS REPORT - 1ST JULY TO 30TH SEPTEMBER 2014

To receive the attached report.

10 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.

11 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.

12 TREASURY MANAGEMENT UPDATE QUARTER 2

**Andrew Beesley
Committee Administration
Manager**