



# **AUDIT COMMITTEE**

**Thursday, 10th January, 2013**

**7.00 pm**

**Town Hall, Watford**

**Publication date: 2 January 2013**

**CONTACT**

If you require further information or you would like a copy of this agenda in another format, e.g. large print, please contact Sandra Hancock in Legal and Property Services on 01923 278377 or by email to [legalanddemocratic@watford.gov.uk](mailto:legalanddemocratic@watford.gov.uk) .

Welcome to this meeting. We hope you find these notes useful.

## **ACCESS**

Access to the Town Hall after 5.15 pm is via the entrance to the Customer Service Centre from the visitors' car park.

Visitors may park in the staff car park after 4.00 p.m. and before 7.00 a.m. This is a Pay and Display car park; the current charge is £1.50 per visit.

The Committee Rooms are on the first floor of the Town Hall and a lift is available. Induction loops are available in the Committee Rooms and the Council Chamber.

## **FIRE/EMERGENCY INSTRUCTIONS**

In the event of a fire alarm sounding, vacate the building immediately following the instructions given by the Democratic Services Officer.

- Do not use the lifts
- Do not stop to collect personal belongings
- Go to the assembly point at the Pond and wait for further instructions
- Do not re-enter the building until authorised to do so.

## **MOBILE PHONES**

Please ensure that mobile phones are switched off before the start of the meeting.

# COMMITTEE MEMBERSHIP

Councillor I Brown (Chair)  
Councillor A Burtenshaw (Vice-Chair)  
Councillors I Brandon, A Khan and P Taylor

## AGENDA

### PART A - OPEN TO THE PUBLIC

1. **APOLOGIES FOR ABSENCE/COMMITTEE MEMBERSHIP**
2. **DISCLOSURE OF INTERESTS (IF ANY)**
3. **MINUTES**

The minutes of the meeting held on 25 September 2012 to be submitted and signed.
4. **REQUESTS MADE UNDER THE FREEDOM OF INFORMATION ACT 2000 (To Follow)**

Report to follow
5. **REGULATION OF INVESTIGATORY POWERS ACT (RIPA) (To Follow)**

Report to follow
6. **FOUR REPORTS FROM GRANT THORNTON (Pages 1 - 70)**

The attached reports cover the following –

  - Review of arrangements for Securing Financial Resilience
  - Annual Audit Letter 2011/2012
  - Fee Letter 2012/2013
  - Certification Work Report 2011/2012
7. **TREASURY MANAGEMENT UPDATE (Pages 71 - 76)**

This report provides the regular review of the Council's Treasury Management Strategy and investment performance.

**8. SHARED INTERNAL AUDIT SERVICE** (Pages 77 - 102)

This report introduces Watford Borough Council's Audit Committee to the Shared Internal Audit Service.

**9. IMPLEMENTATION OF INTERNAL AUDIT RECOMMENDATIONS** (Pages 103 - 106)

This is the regular report on progress with the implementation of Internal Audit recommendations, providing an update since the last meeting.

**10. INTERNAL AUDIT PROGRESS REPORT** (Pages 107 - 114)

This report and appendices provide updated information on the work undertaken by Internal Audit.

**11. EXCLUSION OF PRESS AND PUBLIC**

**THE CHAIR TO MOVE:** that, under Section 100A (4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during consideration of the item there would be disclosure to them of exempt information as defined in Section 100(1) of the Act for the reasons stated below in terms of Schedule 12A.

**NOTE: if approved, the Chair will ask members of the press and public to leave the meeting at this point.**

**12. IT SECURITY**

Report of the Audit Manager

(Paragraph 3, Schedule 12A)