



AUDIT COMMITTEE

Wednesday, 11th March, 2015

7.00 pm

Town Hall, Watford

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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 Democracy and Governance on 01923 278377 or by email to 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 or on silent before the start of the meeting.

FILMING / PHOTOGRAPHY / RECORDING / REPORTING

Please note: this meeting might be filmed / photographed / recorded / reported by a party other than Watford Borough Council for subsequent broadcast or publication.

If you do not wish to have your image / voice captured you should let the Chair or Democratic Services Officer know before the start of the meeting.

An audio recording may be taken at this meeting for administrative purposes only.

COMMITTEE MEMBERSHIP

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

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 10 December 2014 to be submitted and signed.

Copies of the minutes of this meeting are usually available seven working days following the meeting.

(All minutes are available on the Council's [website](#).)

4. **REGULATION OF INVESTIGATORY POWERS ACT** (Pages 1 - 2)

This report advises members on the use of RIPA during 2014.

5. **CORPORATE RISK REGISTER** (Pages 3 - 10)

Report of the Head of Democracy and Governance

This report provides an update on the Council's Corporate Risk Register.

6. **AUDIT COMMITTEE UPDATE** (Pages 11 - 24)

This report allows the Committee to ask questions of the external auditor concerning emerging national issues and challenges for the Council.

7. **EXTERNAL AUDIT - CERTIFICATION WORK REPORT 2013/14** (Pages 25 - 30)

This report allows the Committee to ask questions of the external auditor concerning his certification work report.

8. INTERNAL AUDIT PROGRESS REPORT (Pages 31 - 92)

This report gives details of the progress made in implementing the recommendations of the internal auditor.

9. INTERNAL AUDIT PLANS 2015-2016 (Pages 93 - 128)

This report sets out the proposed Internal Audit Plans for 2015/2016.

10. WORK PROGRAMME (Pages 129 - 132)

This report asks the Committee to review and make necessary changes to the Work Programme.