



AUDIT COMMITTEE

Wednesday, 27 June 2012

7.00 pm

Town Hall, Watford

Publication date: 19 June 2012

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 .

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) and A Burtenshaw (Chair)
Councillor
Councillors I Brandon and A Khan

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 14 March 2012 to be submitted and signed.

4. REQUESTS MADE UNDER THE FREEDOM OF INFORMATION ACT 2000
(Pages 5 - 39)

This is a half year report of requests made under the Freedom of Information Act 2000.

5. EXTERNAL AUDITOR'S REPORT - ICT SHARED SERVICES UPDATE (Pages 40 - 46)

This report provides a response to the External Auditor's update which is attached.

6. EXTERNAL AUDITOR APPOINTMENT (Page 47)

The report asks the Committee to note the appointment of the External Auditors until 2017.

7. STATEMENT OF ACCOUNTS 2011/2012 (Pages 48 - 49)

This report informs the Committee of the production of information to Grant Thornton in respect of the Statement of Accounts for 2011/2012.

8. ANNUAL GOVERNANCE STATEMENT 2011/2012 (Pages 50 - 65)

This report sets out the Annual Governance Statement that the council is required to produce annually, for inclusion in the Statement of Accounts.

9. TREASURY MANAGEMENT QUARTERLY REPORT (Pages 66 - 71)

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

10. INTERNAL AUDIT ANNUAL REPORT (Pages 72 - 84)

This report introduces the Audit Manager's Annual Report on the work of the Internal Audit Service for 2011/2012.

11. INTERNAL AUDIT RECOMMENDATIONS (Pages 85 - 120)

This report provides an update on progress with the implementation of Internal Audit recommendations.

12. INTERNAL AUDIT PROGRESS REPORT (Pages 121 - 128)

The report and appendices provide updated information on the work undertaken by Internal Audit on the 2011/2012 and 20112/2013 Audit Plans.

13. AUTHORISED SIGNATORIES (Pages 129 - 130)

This report requests approval to increase the number of authorised signatories in managing the day to day treasury management functions.

Appendix A is not for publications (paragraph 3, Schedule 12A)

14. FRAUD ANNUAL REPORT (Pages 131 - 167)

This report informs Members of the work of the Fraud Section for the financial year 2011/2012. It also seeks approval for a new strategy and harmonised guidance.