



AUDIT COMMITTEE

Wednesday, 25th September, 2013

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 before the start of the meeting.

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 26 June 2013 to be submitted and signed.
(All minutes are available on the Council's website – www.watford.gov.uk/meetings)

4. **EXTERNAL AUDITOR'S REPORT TO THOSE CHARGED WITH GOVERNANCE ISA260 (SEPTEMBER 2013) AND THE APPROVAL OF THE STATEMENT OF ACCOUNTS 2012/13** (Pages 1 - 112)

Report of the Finance Manager Shared Services

This report provides the Committee with an opportunity to ask questions of the external auditor concerning his 'Report to those charged with Governance (ISA260)' and to approve the Statement of Accounts for 2012/13.

Appendix 1 has been circulated separately.

5. **INTERNAL AUDIT ANNUAL REPORT 2012/13** (Pages 113 - 132)

Report of the Head of Finance Shared Services

This report presents the Shared Internal Audit Service's Annual Report for 2012/13.

6. **INTERNAL AUDIT RECOMMENDATIONS** (Pages 133 - 182)

Report of the Head of Finance Shared Services and Shared Internal Audit Service

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

7. TREASURY MANAGEMENT (Pages 183 - 198)

Report of the Finance Manager Shared Services

This report presents to members a mid year review of the Treasury Management function 2013/14.

8. FUTURE WORK PROGRAMME (Pages 199 - 204)

Report of the Head of Finance Shared Services

This report asks Members to consider a range of discussion topics and updates for consideration at future meetings of the Audit Committee.