



**WATFORD  
BOROUGH  
COUNCIL**

# **AUDIT COMMITTEE**

**30 June 2011**

**7.30 pm**

**Town Hall, Watford**

**Contact**

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# Committee Membership

Councillor I Brown (Chair)

Councillor

Councillors A Burtenshaw, A Khan, R Martins and S Rackett

## Agenda

### Part A - Open to the Public

**1. Apologies for Absence/Committee Membership**

**2. Disclosure of Interests (if any)**

**3. Minutes** (Pages 4 - 12)

The minutes of the meeting held on 16 March 2011 to be submitted and signed.  
*(All minutes are published on the Council's website.)*

**4. Requests Made Under the Freedom of Information Act 2000** (Pages 13 - 46)

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

**5. External Auditor's Reports** (Pages 47 - 75)

The External Auditor's report covers the following issues:

- Audit Progress Report June 2011
- Certification Work – Planning Memorandum
- Accounts Audit Approach Memorandum
- Annual Governance Statement: Adding real value?

**6. Treasury Management Quarterly Report** (Pages 76 - 78)

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

**7. Annual Governance Statement** (Pages 79 - 92)

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

**8. Statement of Accounts 2010/2011** (Pages 93 - 95)

This report informs the Committee of changes to the statutory reporting arrangements for the Statement of Accounts for 2010/2011.

**9. Revenues and Benefits Health Check (Pages 96 - 106)**

This report provides an up to date picture of the recommendations made by ISCAS Ltd in their review of the Revenue and Benefits Service.

**10. Internal Audit Progress Report (Pages 107 - 115)**

This report and appendices provide updated information on the work undertaken by Internal Audit on the audit plan for 2010/2011 and the 2011/2012 Audit Plan in the period 1 April 2011 to 31 May 2011.

**11. Implementation of Internal Audit Recommendations (Pages 116 - 118)**

This report highlights any lack of progress in implementing Internal Audit recommendations.

**12. Fraud Annual Report (Pages 119 - 128)**

This report informs Members of the work of the Fraud Section for the financial year 2010/2011 and provides updates on developments for the current financial year.

**13. 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.**

**Part B - Closed to the Public**

**14. Creditor Payment Procedures**

Report of the Head of Strategic Finance

Paragraphs 3 and 7 Part 1 Schedule 12A