

MEETING

AUDIT COMMITTEE

DATE AND TIME

THURSDAY 5TH NOVEMBER, 2015

AT 7.00 PM

VENUE

HENDON TOWN HALL, THE BURROUGHS, LONDON NW4 4BQ

TO: **MEMBERS OF AUDIT COMMITTEE (Quorum 3)**

Chairman: Councillor Brian Salinger Councillor Sury Khatri Vice Chairman:

Sury Khatri Gabriel Rozenberg Richard Harbord

Geof Cooke Peter Zinkin (Independent Member) Geraldine Chadwick Kathy Levine Arjun Mittra

(Independent Member

Substitute Members

Melvin Cohen Anne Hutton Reema Patel

John Marshall Alan Schneiderman Eva Greenspan

You are requested to attend the above meeting for which an agenda is attached.

Andrew Charlwood - Head of Governance

Governance Service contact: Kirstin Lambert 020 8359 2177 kirstin.lambert@barnet.gov.uk

Media Relations contact: Sue Cocker 020 8359 7039

ASSURANCE GROUP

ORDER OF BUSINESS

Item No	Title of Report	Pages
1.	Minutes of last meeting	1 - 4
2.	Absence of Members (If any)	
3.	Declaration of Members' Disclosable Pecuniary interests and Non Pecuniary interests (If any)	
4.	Report of the Monitoring Officer (If any)	
5.	Public Question and Comments (If any)	
6.	Members' Items (If any)	
7.	Internal Audit Exception Recommendations Report and Progress Report up to 30th September 2015	5 - 30
8.	Corporate Anti-Fraud Team (CAFT) Progress Report July - September 2015	31 - 42
9.	ICT operations - ITIL methodology assessment	43 - 46
10.	External Audit progress - Verbal update	
11.	Audit Committee work programme	47 - 54
12.	Any item(s) the Chairman decides are urgent	

FACILITIES FOR PEOPLE WITH DISABILITIES

Hendon Town Hall has access for wheelchair users including lifts and toilets. If you wish to let us know in advance that you will be attending the meeting, please telephone Kirstin Lambert 020 8359 2177 kirstin.lambert@barnet.gov.uk. People with hearing difficulties who have a text phone, may telephone our minicom number on 020 8203 8942. All of our Committee Rooms also have induction loops.

FIRE/EMERGENCY EVACUATION PROCEDURE

If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the

building by the nearest available exit. You will be directed to the nearest exit by uniformed custodians. It is vital you follow their instructions.

You should proceed calmly; do not run and do not use the lifts.

Do not stop to collect personal belongings

Once you are outside, please do not wait immediately next to the building, but move some distance away and await further instructions.

Do not re-enter the building until told to do so.