



BROMLEY CIVIC CENTRE, STOCKWELL CLOSE, BROMLEY BRI 3UH

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DATE: 19 November 2015

To: Members of the
AUDIT SUB-COMMITTEE

Councillor Neil Reddin FCCA (Chairman)

Councillor Alan Collins (Vice-Chairman)

Councillors Ian Dunn, Peter Fortune, William Huntington-Thresher, Keith Onslow and Stephen Wells

A meeting of the Audit Sub-Committee will be held at Committee Room 1 - Bromley Civic Centre on **TUESDAY 1 DECEMBER 2015 AT 7.00 PM**

MARK BOWEN
Director of Corporate Services

Copies of the documents referred to below can be obtained from
<http://cde.bromley.gov.uk/>

A G E N D A

- 1 **APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS**
 - 2 **DECLARATIONS OF INTEREST**
 - 3 **CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 25TH JUNE 2015 EXCLUDING THOSE CONTAINING EXEMPT INFORMATION (Pages 5 - 10)**
 - 4 **QUESTIONS FROM MEMBERS OF THE PUBLIC OR COUNCILLORS ATTENDING THE MEETING**
- In accordance with the Council's Constitution, questions to this Committee must be received in writing 4 working days before the date of the meeting. Therefore please ensure questions are received by the Democratic Services Team by 5pm on 25TH November 2015.
- 5 **MATTERS OUTSTANDING--PART 1 (Pages 11 - 16)**
 - 6 **QUESTIONS ON THE AUDIT SUB COMMITTEE REDACTED REPORTS PUBLISHED ON THE WEB**

The published reports are as follows:

- Parks and Green Space Final Report—2014/15
- Property Management Final Report—2014/15
- Redacted Downe Primary School Final Audit Report

- Redacted Commercial Property Rents Account
- Redacted Direct Payment Final Audit Report—2015/16
- Redacted Final Planning Enforcement Audit—2014/15
- Redacted Final Audit Report for Merit Pay
- Redacted Final Follow Up Audit for Family Placements—2015/16
- Redacted Final Housing Benefit Audit Report—2014/15
- Redacted Final Debtors Report—2014/15
- Redacted Final Follow Up Report For Leaving Care—2015/16
- Redacted Final Purchase Card Follow Up Audit Report—2015/16
- Redacted Final Report Building Maintenance Report—2014/15
- Redacted Oak Lodge Final Audit Report—2015/16
- Final Internal Audit report for St Olaves and St Saviours
- Redacted IT Assets and Software Licences Follow Up—2015/16
- Redacted Pool Cars and Fuel Cards Follow Up Audit—2015/16
- Redacted Main Accounting Audit—2014/2015
- Key to LAC Follow Up Redacted Report
- Redacted Liberata Final Report—2015/16
- Redacted Waste Audit—2015/16

Members have been provided with advance copies of the reports via email.

The reports are also available on the Council's website via the following link:

<http://cds.bromley.gov.uk/ieListDocuments.aspx?MId=5577>

Printed copies of reports are available upon request by contacting Steve Wood on 0208 313 4316 or by email—stephen.wood@bromley.gov.uk

7 INTERNAL AUDIT PROGRESS REPORT (Pages 17 - 92)

8 FINANCIAL REGULATIONS & CONTRACT PROCEDURE RULES (Pages 93 - 380)

9 LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER 2006 AND THE FREEDOM OF INFORMATION ACT 2000

The Chairman to move that the Press and public be excluded during consideration of the item of business listed below 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 Press and public were present there would be disclosure to them of exempt information.

10 MATTERS ARISING FROM THE MEETING ON 25TH JUNE 2015-PART 2 (Pages 381 - 384)

11 INTERNAL AUDIT FRAUD & INVESTIGATION REPORT (Pages 385 - 424)

12 EXEMPT MINUTES OF THE MEETING HELD ON 25TH JUNE 2015 (Pages 425 - 432) Any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

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