



BROMLEY CIVIC CENTRE, STOCKWELL CLOSE, BROMLEY BRI 3UH

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DATE: 18 February 2020

To: Members of the
AUDIT SUB-COMMITTEE

Councillor Neil Reddin FCCA (Chairman)
Councillor Robert Evans (Vice-Chairman)
Councillors Gareth Allatt, Ian Dunn, Keith Onslow, Tony Owen and Stephen Wells

A meeting of the Audit Sub-Committee will be held at Committee Room 1 - Bromley Civic Centre on **WEDNESDAY 26 FEBRUARY 2020 AT 7.00 PM**

MARK BOWEN
Director of Corporate Services

Copies of the documents referred to below can be obtained from
<http://cds.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 17TH OCTOBER 2020 (EXCLUDING EXEMPT INFORMATION) (Pages 5 - 16)**
- 4 **QUESTIONS TO THE AUDIT SUB COMMITTEE**

In accordance with the Council's Constitution, questions that are not specific to reports on the agenda must have been received in writing 10 working days before the date of the meeting.

Questions specifically concerning reports on the agenda should be received within two working days of the publication date of the agenda. Please ensure that questions specifically regarding reports on the agenda are received by the Democratic Services Team by **5pm on 20th February 2020**.

- 5 **MATTERS OUTSTANDING FROM THE LAST MEETING--PART 1 (Pages 17 - 26)**

6 QUESTIONS ON THE AUDIT REPORTS PUBLISHED ON THE BROMLEY COUNCIL WEBSITE

The following reports have been published on the Bromley Council website:

1-Review of the Transformation Strategy

2-Review of Council Tax 2019-2020

3-Review of Deferred Payments

4- Review of Business Continuity and Emergency Planning

5-Review of Procurement Cards

6-Tax and National Insurance Contribution Issues arising from the audit of Procurement Cards

7-Review of Substance Mis-Use Services

8-Main Accounting System and General Ledger 2019/20

9-Schools Finance Team (SFT)

10-Review of Insurance 2019/20

The web link to the published reports is:

<https://cds.bromley.gov.uk/ieListMeetings.aspx?Committeeld=559>

Any questions regarding these reports should be forwarded to the Committee Clerk by 5.00pm on Thursday 20th February.

The email for the Committee Clerk is stephen.wood@bromley.gov.uk

7 ANNUAL INTERNAL AUDIT PLAN 2020-2021 (Pages 27 - 56)

8 INTERNAL AUDIT PROGRESS REPORT (Pages 57 - 80)

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.

Items of Business

Schedule 12A Description

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|-----------|--|---|
| 10 | INTERNAL AUDIT FRAUD AND INVESTIGATION REPORT (Pages 81 - 110) | Information relating to any individual. |
| 11 | MATTERS OUTSTANDING--PART 2 (Pages 111 - 114) | Information relating to the financial or business affairs of any particular person (including the authority holding that information) |
| 12 | EXEMPT MINUTES OF THE MEETING HELD ON 17TH OCTOBER 2020 (Pages 115 - 118) | Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime. |

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