



## MINUTES OF A MEETING OF THE AUDIT AND GOVERNANCE COMMITTEE HELD ON 10th FEBRUARY 2022

PRESENT: Councillor T Clements (Chair), Councillors R Ford (Vice-Chair), J Chesworth, A Cooper, M J Greatorex, Dr S Peale and P Thurgood

Officers Stefan Garner (Executive Director Finance), Andrew Wood (Audit Manager) and Jo Hutchison (Democratic Services, Scrutiny and Elections Officer)

Visitors Mark Stocks (Grant Thornton)

### 45 APPOINTMENT OF CHAIR

The Vice-Chair of the Committee opened the meeting and, on behalf of the Committee thanked the recently retired member and Chair of this Committee, Councillor M Summers for his chairmanship of the Committee.

A vote of thanks in favour of Cllr Summers was passed

*(Moved by Councillor R Ford and seconded by Councillor P Thurgood)*

The Vice-Chair reported, and the Committee noted, that Councillor Tina Clements had been appointed as a new member of this Committee.

**RESOLVED** that Councillor T Clements be elected as Chair of the Audit & Governance Committee

*(Moved by Councillor R Ford and seconded by Councillor M Greatorex)*

Councillor T Clements chaired the remainder of the Meeting.

### 46 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 28 October 2021 were approved and signed as a correct record.

*(Moved by Councillor R Ford and seconded by Councillor Dr S Peuple)*

**47 APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**48 DECLARATIONS OF INTEREST**

There were no declarations of Interest.

**49 UPDATE FROM EXTERNAL AUDITORS**

The External Auditor reported that the Auditor's Annual Report would be brought to the March meeting.

**50 RISK MANAGEMENT QUARTERLY UPDATE**

Report of the Assistant Director Finance to report on the Risk Management process and progress for Quarter 3 of the 2021/22 financial year

**RESOLVED:** That Committee  
endorsed the Corporate Risk Register.

*(Moved by Councillor Dr S Peuple and Seconded by  
Councillor R Ford)*

**51 INTERNAL AUDIT QUARTERLY UPDATE REPORT Q3**

Report of the Audit Manager to provide Audit & Governance Committee with internal audit's progress report for the period to December 2021 (Quarter 3).

**RESOLVED:** That Committee  
1. endorsed the progress report; and

*(Moved by Councillor R Ford and seconded by Councillor A  
Cooper)*

2. requested that additional data on outstanding issues be included in future reports

*(Moved by Councillor Dr S Peuple and seconded by  
Councillor R Ford)*

**52 AUDIT COMMITTEE EFFECTIVENESS**

The Audit and Governance Committee undertook the annual self-assessment of Audit & Governance Committee effectiveness. Following a discussion regarding

the independent member appointment, the Committee agreed the self-assessment.

**RESOLVED:** That the Committee:

1. considered the attached self-assessment checklist and endorsed any actions to improve its effectiveness as appropriate; and
2. Deferred recommendation 2, which was to consider and ratify the approach to be taken in respect of appointing an Independent Member to the Committee, pending a further discussion by the Committee at the March meeting

*(Moved by Councillor R Ford and seconded by Councillor J Chesworth)*

### **53 AUDIT AND GOVERNANCE COMMITTEE TIMETABLE**

The Committee reviewed the timetable, and in particular the items for consideration at the March meeting and agreed to defer the following items to the June 2022 Committee Meeting:

1. The External Auditor's Audit and Governance Committee Update, the Audit Plan and the Fee Increase Letter.
2. The Review of the Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Statement and the Treasury Management Statement and the Annual Investment Strategy Mid-Year Review Report.
3. Councillor Code of Conduct
4. Review of the Constitution and Scheme of Delegation to Officers
5. Review of Financial Guidance.

The following items would be added to the Timetable for the March meeting:

1. Independent Member appointment
2. Exclusion of the Press and Public to facilitate a report on the recommendations from the Audit & Governance Sub-Committee on the Future High Street Fund Risk report.

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Chair