



MINUTES OF A MEETING OF THE AUDIT AND GOVERNANCE COMMITTEE HELD ON 26th JUNE 2024

PRESENT: Councillor C Adams (Chair), Councillors S Doyle, C Bain,
P Turner and A Wells

Officers Rebecca Smeathers (Executive Director Finance (S151)), Tracey Pointon (Legal Admin & Democratic Services Manager), Anna Miller (Assistant Director – Growth & Regeneration), Alice Poulton (Future High Streets Fund Project Officer) and Laura Sandland (Democratic and Executive Support Officer)

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor J Wadrup & M Couchman

2 APPOINTMENT OF THE VICE-CHAIR

RESOLVED that Councillor A Wells was elected as Vice-Chair of the Committee.

(Moved by Councillor C Bain and seconded by Councillor S Doyle)

3 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 24th April 2024 were approved and signed as a correct record.

(As the only member of the committee 2023/24 Councillor S Doyle moved the minutes as a correct record)

4 DECLARATIONS OF INTEREST

There were no declarations of Interest.

5 ANNUAL GOVERNANCE STATEMENT AND CODE OF CORPORATE GOVERNANCE

Report of the Chief Executive submitted the refreshed Annual Governance Statement and Code of Corporate Governance for Audit & Governance Committee's approval.

Resolved that the Committee

1. The Annual Governance Statement (for inclusion in the annual statement of accounts) at Appendix 1; and
2. Code of Corporate Governance at Appendix 2

(Moved by Councillor P Turner and seconded by Councillor S Doyle)

6 INTERNAL AUDIT ANNUAL REPORT AND QUARTERLY UPDATE FOR 2023/24

Report of the Audit Manager this report comprises Internal Audit's Annual Report (Appendix 1), which includes results for Quarter 4 to 31st March 2024.

Resolved that the committee:

1. Endorsed the Internal Audit's Annual Report (Appendix 1), which includes the results for the Quarter 4 to 31st March 2024.

(Moved by Councillor A Wells and seconded by Councillor P Turner)

7 AUDIT COMMITTEE EFFECTIVENESS - SKILLS AUDIT AND INDEPENDENT MEMBER UPDATE

Report of the Audit Manager provided an update to Committee in relation to the Skills Audit and potential proposed training plan for the committee and an update regarding the appointment of an Independent Member to the Committee.

Resolved that the committee:

1. Considered the proposed training plan following the Skills Audit and provide input into any further areas that they would deem necessary for inclusion in the plan.
2. Considered and ratified the approach to be taken in respect of appointing an Independent Member(s) to the Committee.

(Moved by Councillor C Bain and seconded by Councillor A Wells)

8 RISK MANAGEMENT QUARTERLY UPDATE QT4 2023/24

Report of the Assistant Director Finance report on the Risk Management process and progress for Quarter 4 of the 2023/24 financial year.

Resolved that the committee:

1. Endorsed the Corporate Risk Register.
2. Reviewed and reports any training requirements.

(Moved by Councillor C Bain and seconded by Councillor P Turner)

9 AUDIT AND GOVERNANCE COMMITTEE TIMETABLE

The Committee reviewed the timetable. There were no changes to the timetable

10 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: That members of the press and public be now excluded from the meeting during consideration of the following item on the grounds that the business involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended).

(Moved by Councillor C Bain and seconded by Councillor S Doyle)

11 FHSF RISK

Report of the Assistant Director - Growth & Regeneration updated the committee on FHSF Risks.

Resolved that the committee:

1. Endorsed the report
2. Endorsed the risk register

(Moved by Councillor S Doyle and seconded by Councillor A Wells)

Chair