

Borough Council of  
**King's Lynn &  
West Norfolk**



# **Audit Committee**

## **Agenda**

**Monday, 15th March, 2021**  
at 4.30 pm

**Remote Meeting on Zoom and available for  
the public to view on You Tube**



**King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX**  
**Telephone: 01553 616200**

Friday 5<sup>th</sup> March 2021

Dear Member

**Audit Committee**

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Monday, 15th March, 2021 at 4.30 pm** in the **Remote Meeting on Zoom and available for the public to view on WestNorfolkBC on You Tube - Zoom and You Tube** to discuss the business shown below.

Yours sincerely

Chief Executive

**AGENDA**

**1. Apologies**

**2. Minutes (Pages 5 - 11)**

To approve the minutes from the Audit Committee held on 25 January 2021.

**3. Declarations of Interest**

Please indicate if there are any interests which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the Member should withdraw from the room whilst the matter is discussed.

These declarations apply to all Members present, whether the Member is part of the meeting, attending to speak as a local Member on any item or simply observing the meeting from the public seating area.

**4. Urgent Business Under Standing Order 7**

To consider any business which, by reason of special circumstances, the

Chairman proposed to accept as urgent under Section 100(b)(4)(b) of the Local Government Act 1972.

**5. Members Present Pursuant to Standing Order 34**

Members wishing to speak pursuant to Standing Order 34 should inform the Chair of their intention to do so and on what items they wish to be heard before a decision on that item is taken.

**6. Chair's Correspondence (if any)**

**7. Annual Audit Letter 2018/2019 (Pages 12 - 33)**

**8. External Audit Work Plan for 2019/2020 (Pages 34 - 78)**

Ernst and Young will present their work plan for 2019/2020.

**9. Internal Audit Plan for 2021/2022 (To Follow)**

The Audit Manager will present the report.

**10. Update on the Major Projects Board (Verbal Report)**

To receive a verbal update from the Chair.

**11. Cabinet Forward Decisions List (Pages 79 - 83)**

**12. Committee Work Programme (Pages 84 - 90)**

To note the Committee's Work Programme for 2021/2022.

**13. Date of Next Meeting**

To note that the date of the next meeting of the Audit Committee will take place on 7 June 2021.

**14. Exclusion of Press and Public**

To consider passing the following resolution:

"That under Section 100(A)(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Schedule 12A to the Act".

**15. Exempt Report - Risk Based Verification Policy for Housing Benefit and Council Tax Support (Pages 91 - 105)**

The Revenues and Benefits Manager will present the report.

**16. Exempt Report: Internal Audit Service Delivery (Pages 106 - 111)**

The Assistant Director Resources/Section 151 Officer will present the report.

To:

**Audit Committee:** Miss L Bambridge, Mrs J Collingham, J Collop, A Dickinson (Chair), A Kemp, C Manning, C Morley, A Ryves and Mrs V Spikings