

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



Audit Committee

Agenda

Wednesday, 16th June, 2021
at 4.30 pm

in the

Assembly Room
Town Hall
Saturday Market Place
King's Lynn

Also available to view on WestNorfolkBC on You Tube

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



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8th June 2021

Dear Member

Audit Committee

You are invited to attend a meeting of the above-mentioned Committee which will be held on **Wednesday, 16th June, 2021 at 4.30 pm** in the **Assembly Room, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ** to discuss the business shown below.

Yours sincerely

Chief Executive

AGENDA

1. **Appointment of Vice Chair for the forthcoming year**

2. **Apologies**

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

To approve the minutes from the previous meeting.

4. **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.

5. 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.

6. Members Present Pursuant to Standing Order 34

Members wishing to speak pursuant to Standing Order 34 should inform the Chairman of their intention to do so and on what items they wish to be heard before the meeting commences. Any Member attending the meeting under Standing Order 34 will only be permitted to speak on those items which have been previously notified to the Chairman

7. Chair's Correspondence (if any)

8. Corporate Risk Register - Half Yearly Update (Pages 12 - 26)

9. Internal Audit Full Year Progress Report covering the previous financial year (Pages 27 - 38)

10. Internal Audit Annual Report and Opinion covering the previous financial year (Pages 39 - 47)

11. Update on Audit Progress and Timetable (Pages 48 - 57)

12. Committee Work Programme and Forward Decision List (Pages 58 - 67)

13. Date of Next Meeting

To note that the date of the next meeting of the Audit Committee will take place on 26th July 2021 at 4.30pm in the Assembly Room at the Town Hall.

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 Part 1 of Schedule 12A to the Act”.

15. EXEMPT REPORT: Housing Benefit Subsidy Claim - Annual Certification Report for 2019/2020 (Pages 68 - 96)

To:

Audit Committee: Mrs J Collingham, J Collop, P Gidney, J Lowe (Chair),
C Manning, C Morley, J Rust, A Ryves and M Storey

Relevant Portfolio Holders:

Councillor S Sandell – Item 8

Councillor Mrs A Dickinson – Items 9, 10 and 11

Appropriate Officers:

Michelle Drewery – Assistant Director/Management Team Representative

Ged Greaves – Senior Policy and Performance Officer

Kathy Woodward – Audit Manager