

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



# **Audit Committee**

## **Agenda**

**Tuesday, 12th October, 2021**  
at 4.30 pm

in the

**Assembly Room  
Town Hall  
Saturday Market Place  
King's Lynn**

Also available to view on  
<https://www.youtube.com/user/WestNorfolkBC>



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4 October 2021

Dear Member

**Audit Committee**

You are invited to attend a meeting of the above-mentioned Committee which will be held on **Tuesday, 12th October, 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. Apologies**

**2. Minutes (Pages 5 - 12)**

To approve the minutes from the Audit Committee held on 26 July 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 speak before a decision is on that item is taken.

6. **Chair's Correspondence (if any)**
7. **Business Continuity Annual Update** (Pages 13 - 19)
8. **Revenue Outturn Report** (Pages 20 - 51)
9. **Member Major Projects Board Update** (Verbal Report)
10. **Committee Work Programme** (Pages 52 - 57)  
To note the Committee's Work Programme.
11. **Cabinet Forward Decisions List** (Pages 58 - 61)

12. **Date of Next Meeting**

To note that the date of the next meeting of the Audit Committee will take place on 22 November 2021 at 4.30 pm in the Assembly Room, Town Hall, Saturday Market Place, King's Lynn.

13. **Insurance Claims** (Pages 62 - 66)

**To consider passing the following resolution for the exempt element of the report if required.**

That under section 100A of the Local Government Act 1972 the press and public be excluded from the meeting for part of Agenda Item 13 on the grounds that it involves the likely disclosure of exempt information as defined by paragraph 3 of part 1 of Schedule 12A to the Act.

To:

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

**Portfolio Holders:**

Councillor S Dark, Leader  
Councillor Mrs A Dickinson, Finance

**Officers:**

Alexa Baker, Monitoring Officer  
Michelle Drewery, Assistant Director  
Lorraine Gore, Chief Executive  
Ged Greaves, Senior Policy and Performance Officer  
Faye Haywood, Internal Audit Manager  
Carl Holland, Financial Services Manager