

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



Audit Committee

Agenda

Monday, 20th June, 2022
at 4.30 pm

in the

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

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



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

9 June 2022

Dear Member

Audit Committee

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Monday, 20th June, 2022 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 Municipal Year 2022/2023**

2. **Apologies**

3. **Minutes** (Pages 5 - 14)

To approve the minutes from the Audit Committee held on 11 April 2022.

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 Chair of their intention to do so and on what items they wish to be heard before a decision on that item is taken.

7. Chair's Correspondence (if any)

8. Corporate Risk Register Update (Pages 15 - 33)

**9. Fraud and Error Full Year Progress Report covering the Year 2021/2022
(Pages 34 - 41)**

10. Internal Audit Annual Report and Opinion covering the previous Financial Year (Pages 42 - 76)

11. Internal Audit Full Year Progress Report covering the previous Financial Year (Pages 77 - 115)

12. Budget Monitoring Report - February 2022 (Pages 116 - 129)

13. Update on Audit Progress and Timetable (Pages 130 - 134)

14. Cabinet Forward Decisions List (Pages 135 - 138)

15. Committee Work Programme (Pages 139 - 146)

To note the Committee's Work Programme for 2022/2023

16. Date of Next Meeting

To note that the date of the next meeting of the Audit Committee will take place on

To:

Audit Committee: Councillors Mrs J Collingham, J Collop, I Devereux (Chair), P Gidney, 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 – Resources/ Management Team Representative

Fay Haywood, Internal Audit Manager

Jamie Hay, Senior Internal Auditor

Carl Holland, Financial Services Manager

Ged Greaves, Corporate Performance Manager