

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



Audit Committee

Agenda

Monday, 7th August, 2023
at 4.30 pm

in the

Council Chamber
Town Hall
Saturday Market Place
King's Lynn

Available to view on:

<https://www.youtube.com/user/WestNorfolkBC>

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



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27 July 2023

Dear Member

Audit Committee

You are invited to attend a meeting of the above-mentioned Committee which will be held on **Monday, 7th August, 2023 at 4.30 pm** in the **Council Chamber, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ** to discuss the business shown below.

Yours sincerely

Chief Executive

AGENDA

1. **Apologies**
2. **Appointment of Vice-Chair for the Municipal Year 2023/2024**
3. **Minutes** (Pages 5 - 15)
To approve the minutes from the Audit Committee held on 17 April 2023.
4. **Declarations of Interest** (Page 16)

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 a decision on that item is taken.

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. Chain's Correspondence (if any)

8. Corporate Risk Register Update (May 2023) (Pages 17 - 40)

9. Year End Internal Audit Opinion (Pages 41 - 56)

10. Internal Audit Progress Report (Pages 57 - 96)

11. Internal Audit Follow Up Recommendations Report (Pages 97 - 110)

12. Annual Fraud Progress Update 2022/2023 (Pages 111 - 126)

13. Meeting Start Times (Page 127)

To discuss the start time for future Audit Committee meetings.

14. Cabinet Forward Decisions List (Pages 128 - 132)

15. Committee Work Programme (Pages 133 - 138)

To note the Committee's Work Programme.

16. Date of Next Meeting

To note that the date of the next meeting of the Audit Committee will take place on 18 September 2023 in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn. Time to be confirmed.

17. 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 paragraph 3 of Part 1 of Schedule 12A to the Act".

18. **Annual Certification Report - Housing Benefit Subsidy Claim for 2020/2021** (Pages 139 - 159)

To:

Audit Committee: Councillor R Coates, S Dark, T de Winton, P Devulapalli, S Everett, B Jones, J Rust, A Ryves (Chair) and D Sayers

Portfolio Holders:

Councillor C Morley, Finance

Councillor T Parish, Leader

Officers:

Alexa Baker, Monitoring Officer

Ged Greaves, Senior Corporate Governance and Risk Officer/Climate Change Manager

Michelle Drewery, Assistant Director Resources and Management Team Representative

Faye Haywood, Internal Audit Manager

Jamie Hay, Senior Internal Auditor

Jo Stanton, Revenues and Benefits Manager