



Audit Committee

Agenda

Monday, 17th November, 2025
at 4.30 pm

in the

**Council Chamber, Town Hall, Saturday
Market Place, King's Lynn and available
for the public to view on [WestNorfolkBC
on You Tube](#)**

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



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Friday 7th November 2025

Dear Member

Audit Committee

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Monday, 17th November, 2025 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

To receive any apologies of absence.

2. Minutes (Pages 5 - 13)

To approve the minutes from the Audit Committee held on 22nd September 2025.

3. Declarations of Interest (Page 14)

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 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

6. Chair's Correspondence (if any)

7. Verbal Update form External Auditors EY

8. Progress Report 2025 - 2026 (Pages 15 - 47)

9. Business Continuity Annual Update (Pages 48 - 53)

10. Risk Strategy and Policy Report (Pages 54 - 78)

11. Shareholder Assurance Report (Pages 79 - 112)

12. Committee Work Programme 2024/2025 (Pages 113 - 120)

To note the Committee's Work Programme for 2025/2026.

13. Date of Next Meeting

To note that the date of the next meeting of the Audit Committee will take place on 19th January 2026.

To:

Audit Committee: S Bearshaw, S Dark, T de Winton (Vice - Chair), P Devulapalli, B Jones, P Kunes, B Long, A Moore and A Ryves (Chair)

Portfolio Holders:

Councillor C Morley – Portfolio Holder for Finance
Councillor A Beales – Leader

By Invitation:

Members of the Shareholder Committee for item 11.

Officers

Alexa Baker, Monitoring Officer

David Riglar, External Auditor from EY

Teresa Sharman, Head of Internal Audit

Michelle Drewery, Deputy Chief Executive and Section 151 Officer

Debbie Ess, Senior Corporate Governance Officer

Carl Holland, Assistant Director for Finance and Deputy Section 151 Officer