

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



# **Audit Committee**

## **Agenda**

**Monday, 17th April, 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>



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

5 April 2023

Dear Member

**Audit Committee**

You are invited to attend a meeting of the above-mentioned Committee which will be held on **Monday, 17th April, 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. Minutes (Pages 4 - 13)**

To approve the minutes from the Audit Committee held on 20 February 2023.

**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 be heard before a decision on that item is taken.

**6. Chair's Correspondence (if any)**

**7. Strategic Internal Audit Plan for the Financial Year 2023/2024**  
(Pages 14 - 46)

**8. Update on External Audit - REPORT TO FOLLOW**

**9. Period 10 Finance Monitoring Report** (Pages 47 - 85)

**10. Cabinet Forward Decisions List** (Pages 86 - 90)

**11. Committee Work Programme 2023/2024** (Pages 91 - 95)

To note the Committee's Work Programme 2023/2024.

**12. Date of Next Meeting**

To note that the date of the next meeting of the Audit Committee will take place on 21 June 2023 at 4.30 pm in the Council Chamber, Town Hall, King's Lynn.

To:

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

**Portfolio Holder:**

Mrs A Dickinson, Finance

**Officers:**

Alexa Baker, Monitoring Officer

Michelle Drewery, Assistant Director – Resources/Management Team Representative

Faye Haywood, Internal Audit Manager

Jamie Hay, Senior Internal Auditor

Carl Holland, Financial Services Manager