

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



Audit Committee

Agenda

Monday, 22nd April, 2024
at 4.00 pm

in the

**Council Chamber
Town Hall
Saturday Market Place
King's Lynn**

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



King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX
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12th April 2024

Dear Member

Audit Committee

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Monday, 22nd April, 2024 at 4.00 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 5 - 16)

To approve the minutes from the Audit Committee meeting held on 11th March 2024.

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 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. Chairman's Correspondence (if any)

7. External Audit Plan - 2023/2024 (Pages 17 - 77)

8. Update on Internal Audit Plan (Verbal Report)

Verbal Report from Jamie Hay, Senior Internal Auditor

9. Strategic and Annual Internal Audit Plans 2024/25 to 2026/27 (Pages 78 - 119)

For Audit Committee to consider the following recommendations:

- a) Internal Audit Charter 2024/25
- b) The Internal Audit Strategy 2024/25
- c) The Strategic Plan 2024/25 to 2026/27
- d) The Annual Internal Audit Plan for 2024/25.

10. Work Programme 2024/2025 (Pages 120 - 127)

Items for the Committee to consider for the Work Programme 2024/2025 are;

- Council Owned Companies
- Control of Climate Change Activities
- Appointment of Independent Person
- Review of Terms of Reference
- Results and Action Plan- Self Assessment

11. Date of Next Meeting

To note that the date of the next meeting of the Audit Committee will take place on 24th June 2024

To:

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

Portfolio Holders:

Cllr C Morley- Portfolio Holder for Finance

Management Team Representatives:

Alexa Baker, Monitoring Officer

Debbie Gates, Executive Director Head of Central & Community Services

Lorraine Gore, Chief Executive

Geoff Hall, Executive Director, Development and Environment

Faye Haywood, Internal Audit Manager

Michelle Drewery- Assistant Director

Jamie Hay- Senior Internal Auditor

Teresa Sharman- Head of Internal Audit

By Invitation:

David Riglar- External Auditors