

AGENDA

NOTE: In the case of non-members, this agenda is for information only

- Committee - **GOVERNANCE AND AUDIT COMMITTEE**
- Date & Time - **Thursday, 8th October, 2020 at 10.00 am**
- **Virtual meeting via Zoom**

THIS MEETING WILL BE STREAMED LIVA VIA THE LINK BELOW AND WILL BE ACTIVATED AT THE START OF THE MEETING

<https://www.breckland.gov.uk/virtual-committee-meetings>

Members of the Committee requiring further information, or with specific questions, are asked to raise these with the appropriate officer at least two working days before the meeting. If the information requested is available, this will be provided, and reported to Committee.

Members

Mr W.P. Borrett (Chairman)
Mr R.G. Kybird (Vice-Chairman)
Mr H. E. J. Clarke

Mrs K. Grey
Mrs J. James
Mrs L.H. Monument
Mr J. Plaskett (Lay Advisor)

Democratic Services
Elizabeth House, Walpole Loke,
Dereham Norfolk, NR19 1EE

Date: Tuesday, 29 September 2020

PART A - ITEMS OPEN TO THE PUBLIC

	<u>Page(s) herewith</u>
1. <u>MINUTES</u> To confirm the minutes of the meeting held on 17 March 2020.	4 - 8
2. <u>ACTIONS ARISING FROM THE MINUTES (IF ANY) (STANDING ITEM)</u>	
3. <u>APOLOGIES</u> To receive apologies for absence.	
4. <u>URGENT BUSINESS</u> To note whether the Chairman proposes to accept any item as urgent business, pursuant to Section 100(B)(4)(b) of the Local Government Act 1972.	
5. <u>DECLARATION OF INTERESTS</u> The duties to register, disclose and not to participate for the entire consideration of the matter, in respect of any matter in which a Member has a disclosable pecuniary interest are set out in Chapter 7 of the Localism Act 2011. Members are also required to withdraw from the meeting room as stated in the Standing Orders of this Council.	
6. <u>NON-MEMBERS WISHING TO ADDRESS THE MEETING</u> To note the names of any non-members wishing to address the meeting.	
7. <u>ANNUAL REPORT ON STANDARDS ARRANGEMENTS AND UPDATE ON MODEL CODE OF CONDUCT CONSULTATION</u> Report of Maxine O'Mahony, Executive Director of Strategy & Governance/Monitoring Officer.	9 - 13
8. <u>CONSTITUTION - NON-KEY OFFICER DECISIONS/SIRO/LICENSING</u> Report by Councillor Sarah Suggitt, Executive Member, Governance.	14 - 25
9. <u>AUDIT RESULTS REPORT 2019-20</u> Report by External Audit, E&Y.	26 - 70
10. <u>AUDITED ANNUAL STATEMENT OF ACCOUNTS 2019-20</u> Report by Alison Chubbock, Chief Accountant & Deputy S151 Officer.	71 - 182
11. <u>ANNUAL REPORT & OPINION 2019/20</u> Report by Faye Haywood, Internal Audit Manager – presented by Alison Chubbock, Chief Accountant & Deputy Section 151 Officer.	183 - 198

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12. <u>PROGRESS REPORT ON INTERNAL AUDIT ACTIVITY</u>	199 - 208
Report by Fiona Dodimead, Director of Internal Audit.	
13. <u>FOLLOW UP REPORT ON INTERNAL AUDIT RECOMMENDATIONS</u>	209 - 217
Report by Fiona Dodimead, Director of Internal Audit.	
14. <u>TRAINING (STANDING ITEM)</u>	
To note if there are any training issues/ requests.	
15. <u>WORK PROGRAMME</u>	218
A copy of the Committee's work programme is attached. The Committee is asked to consider whether any additions, deletions or amendments to the programme are required.	
16. <u>NEXT MEETING</u>	
To note the arrangements for the next meeting on Thursday, 17 December 2020 at 10am.	