

AGENDA

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

- Committee - **GOVERNANCE AND AUDIT COMMITTEE**
- Date & Time - **Tuesday, 17th March, 2020 at 10.00 am**
- Venue - **Norfolk Room, Conference Suite, Elizabeth House, Dereham**

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)	Mrs K. Grey
Mr R.G. Kybird (Vice-Chairman)	Mrs J. James
Mr H. E. J. Clarke	Mrs L.H. Monument
	Mr J Plaskett (Independent Lay Advisor)

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

Date: Friday, 6 March 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 16 January 2020.	4 - 13
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>TRAINING (STANDING ITEM)</u> To note if there are any training issues/ requests.	
8. <u>STRATEGIC AND ANNUAL INTERNAL AUDIT PLANS 2020/21</u> Report of Faye Haywood, Head of Internal Audit.	14 - 33
9. <u>WORK PROGRAMME</u> 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.	34
10. <u>NEXT MEETING</u> To note the arrangements for the next meeting on Friday, 5 June 2020 at 10am in the St George's Room .	