

AGENDA

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

- Committee - **GOVERNANCE AND AUDIT COMMITTEE**
- Date & Time - **Thursday, 30th September, 2021 at 10.00 am**
- Venue - **The Breckland Conference Centre, Anglia Room, Elizabeth House, Walpole Loke, Dereham, NR19 1EE**

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

<https://www.breckland.gov.uk/Streaming-of-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.

Should members of the public wish to attend this meeting, and to ensure that Covid restrictions are adhered to, please email democraticservices@breckland.gov.uk

Members

Cllr Bill Borrett (Chairman)	Cllr Kay Grey
Cllr Robert Kybird (Vice-Chairman)	Cllr Jane James
Cllr Harry Clarke	Cllr Linda Monument

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

Date: Thursday, 23 September 2021

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 28 July 2021.	5 - 14
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> Members are asked to note that the Treasury Management training will be held on Thursday, 14 October after Full Council at 2pm in the Anglia Room. This will be a hybrid training session; therefore, Members will have the choice of meeting face to face or via Zoom. The Zoom invite will be sent to all Members in due course	
8. <u>ANNUAL REPORT ON STANDARDS ARRANGEMENTS</u> Report of Rob Walker, Executive Director of Place & Delivery and Monitoring Officer.	15 - 18
9. <u>AUDIT PLAN ADDENDUM - VFM RISK ASSESSMENT (FOR INFORMATION)</u> Report by the External Auditors, Ernst & Young.	19 - 24
10. <u>RISK MANAGEMENT POLICY</u> Report of Maxine O'Mahony, Executive Director, Strategy and Resources.	25 - 54

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11. <u>Q2 STRATEGIC RISK REPORT</u> Report of Maxine O'Mahony, Executive Director, Strategy and Resources.	55 - 73
12. <u>FOLLOW UP REPORT ON INTERNAL AUDIT RECOMMENDATIONS</u> Report by Faye Haywood, Head of Internal Audit for Breckland DC.	74 - 81
13. <u>PROGRESS REPORT ON INTERNAL AUDIT ACTIVITY UP TO 17 SEPTEMBER 2021 IN RELATION TO THE COMPLETION OF THE ANNUAL INTERNAL AUDIT PLAN FOR 2021/22.</u> Report by Faye Haywood, Internal Audit Manager for Breckland DC.	82 - 87
14. <u>2020/21 AUDIT RESULTS REPORT</u> Report by External Audit, Ernst & Young.	88 - 137
15. <u>AUDITED STATEMENT OF ACCOUNTS 2020-21</u> Report of Maxine O'Mahony, Executive Director Strategy & Resources	138 - 255
16. <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.	256
17. <u>NEXT MEETING</u> To note the arrangements for the next meeting on Thursday, 2 December at 10am in the Breckland Conference Centre, Anglia Room, Elizabeth House, Walpole Loke, Dereham.	