

# AGENDA

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

- Committee - **GOVERNANCE AND AUDIT COMMITTEE**
- Date & Time - **Thursday, 2nd December, 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](mailto: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: Wednesday, 24 November 2021

**PART A - ITEMS OPEN TO THE PUBLIC**

	<u>Page(s) herewith</u>
<b>1. <u>INTRODUCTIONS</u></b> To introduce the new Lay Member, Mr David Fowler.	
<b>2. <u>MINUTES</u></b> To confirm the minutes of the meeting held on 30 September 2021.	4 - 16
<b>3. <u>ACTIONS ARISING FROM THE MINUTES (IF ANY) (STANDING ITEM)</u></b>	
<b>4. <u>APOLOGIES</u></b> To receive apologies for absence.	
<b>5. <u>URGENT BUSINESS</u></b> 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.	
<b>6. <u>DECLARATION OF INTERESTS</u></b> 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.	
<b>7. <u>NON-MEMBERS WISHING TO ADDRESS THE MEETING</u></b> To note the names of any non-members wishing to address the meeting.	
<b>8. <u>TRAINING (STANDING ITEM)</u></b> To note if there are any training issues/ requests.	
<b>9. <u>CONSTITUTION - PROPOSED VARIATIONS</u></b> Report of Councillor Ian Sherwood, Executive Member for People, Communications & Governance.	17 - 26
<b>10. <u>APPOINTMENT OF EXTERNAL AUDITORS FROM 2023-24</u></b> Report of Maxine O'Mahony, Chief Executive.	27 - 34
<b>11. <u>AUDITOR'S ANNUAL REPORT - YEAR ENDED 31 MARCH 2021</u></b> Report by Mark Hodgson, Lead External Audit Partner (E&Y).	35 - 62
<b>12. <u>PROGRESS REPORT ON INTERNAL AUDIT ACTIVITY UP TO 22 NOVEMBER 2021 IN RELATION TO THE COMPLETION OF THE ANNUAL INTERNAL AUDIT PLAN FOR 2021/22</u></b> Report by Faye Haywood, Head of Internal Audit.	63 - 71

	<u>Page(s)</u> <u>herewith</u>
<b>13. <u>FOLLOW UP REPORT ON INTERNAL AUDIT RECOMMENDATIONS</u></b> Report by Faye Haywood, Head of Internal Audit.	72 - 78
<b>14. <u>Q3 STRATEGIC RISK REPORT</u></b> Report of Jason Cole, Executive Director.	79 - 99
<b>15. <u>TREASURY MANAGEMENT MID YEAR REPORT 2021-22</u></b>  Report of Maxine O'Mahony, Chief Executive.	100 - 108
<b>16. <u>TREASURY MANAGEMENT POLICY &amp; STRATEGY 2022-23</u></b>  Report of Maxine O'Mahony, Chief Executive.	109 - 155
<b>17. <u>WORK PROGRAMME</u></b> 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.	156
<b>18. <u>NEXT MEETING</u></b> To note the arrangements for the next meeting on Thursday, 10 February 2022 at 10am in the Anglia Room, the Conference Centre, Dereham.	