

# Audit and Governance Committee 3 July 2023



## Time and venue:

10:00am in Room 209/210 on the Second Floor, The Marine Workshops, Railway Quay, Newhaven, East Sussex, BN9 0ER

## Membership:

Councillor Stephen Gauntlett (Chair);  
Councillors Graham Clews, Cathy Gallagher, Olivia Honeyman, Charlotte Keenan,  
James Meek and Daniel Stewart-Roberts

## Quorum: 4

*Published: Thursday, 22 June 2023*

# Agenda

## 1 Election of Deputy-Chair

To elect a Deputy-Chair of the Audit and Governance Committee for the remainder of the 2023/2024 municipal year.

## 2 Minutes (Pages 5 - 10)

To confirm and sign the minutes of the previous meeting held on 20 March 2023 (attached herewith).

## 3 Apologies for absence/declaration of substitute members

## 4 Declarations of interest

Disclosure by councillors of personal interests in matters on the agenda, the nature of any interest and whether the councillor regards the interest as prejudicial under the terms of the Code of Conduct.

## 5 Urgent items

Items not on the agenda which the Chair of the meeting is of the opinion should be considered as a matter of urgency by reason of special circumstances as defined in Section 100B(4)(b) of the Local Government Act 1972.

## 6 Written questions from councillors

To deal with written questions from councillors pursuant to Council Procedure Rule 12.3 (page D8 of the Constitution).

**7 External Audit progress**

Verbal update by Interim Deputy Chief Finance Officer

**8 Treasury Management Annual Report 2022/23 (Pages 11 - 28)**

Report of Director of Finance and Performance

**9 Annual Governance Statement (Pages 29 - 60)**

Report of Chief Internal Auditor

**10 Internal Audit and Counter Fraud report for the financial year 2022-2023 - 1st April 2022 to 31st March 2023 (Pages 61 - 84)**

Report of Chief Internal Auditor

**11 Strategic Risk Register Quarterly Review (Pages 85 - 96)**

Report of Chief Internal Auditor

**12 Date of next meeting**

To note that the next meeting of the Audit and Governance Committee is scheduled to be held on Monday, 4 September 2023, in Room 209/210 on the Second Floor, Marine Workshops, Railway Quay, Newhaven, East Sussex, BN9 0ER, commencing at 10:00am.

## Information for the public

### Accessibility:

Please note that the venue for this meeting is wheelchair accessible and has a hearing loop to help people who are hearing impaired. If you would like to use the hearing loop please advise Democratic Services (see below for contact details) either in advance of the meeting or when you arrive so that they can set you up with the relevant equipment to link into the system.

This agenda and accompanying reports are published on the Council's website in PDF format which means you can use the "read out loud" facility of Adobe Acrobat Reader.

### Filming/Recording:

This meeting may be filmed, recorded or broadcast by any person or organisation. Anyone wishing to film or record must notify the Chair prior to the start of the meeting. Members of the public attending the meeting are deemed to have consented to be filmed or recorded, as liability for this is not within the Council's control.

### Public participation:

Please contact Democratic Services (see end of agenda) for the relevant deadlines for registering to speak on a matter which is listed on the agenda if applicable.

## Information for councillors

### Disclosure of interests:

Members should declare their interest in a matter at the beginning of the meeting.

In the case of a disclosable pecuniary interest (DPI), if the interest is not registered (nor the subject of a pending notification) details of the nature of the interest must be reported to the meeting by the member and subsequently notified in writing to the Monitoring Officer within 28 days.

If a member has a DPI or other prejudicial interest he/she must leave the room when the matter is being considered (unless he/she has obtained a dispensation).

### Councillor right of address:

A member of the Council may ask the Chair of a committee or sub-committee a question on any matter in relation to which the Council has powers or duties or which affect the District and which falls within the terms of reference of that Committee or Sub-Committee.

A member must give notice of the question to the Head of Democratic Services in writing or by electronic mail no later than close of business on the fourth working day before the meeting at which the question is to be asked.

### Other participation:

Please contact Democratic Services (see end of agenda) for the relevant deadlines for registering to speak on a matter which is listed on the agenda if applicable.

## Democratic Services

For any further queries regarding this agenda or notification of apologies please contact Democratic Services.

**Email:** [committees@lewes-eastbourne.gov.uk](mailto:committees@lewes-eastbourne.gov.uk)

**Telephone:** 01273 471600

**Council website:** <https://www.lewes-eastbourne.gov.uk/>

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