

Audit and Governance Committee 4 March 2024



Time and venue:

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

Membership:

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

Quorum: 4

Published: Friday, 23 February 2024

Agenda

1 Minutes (Pages 5 - 8)

To confirm and sign the minutes of the previous meeting held on 13 November 2023 (attached herewith).

2 Apologies for absence/declaration of substitute members

3 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.

4 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.

5 Written questions from councillors

To deal with written questions from councillors pursuant to Council Procedure Rule 12.3 (page D9 of the Constitution).

6 External Audit progress

Verbal update by District Council Officers and the Council's External Auditor, Deloitte

- 7 Treasury Management (Pages 9 - 30)**
Report of Director of Finance and Performance
- 8 Data Analytics Strategy for Internal Audit (Pages 31 - 40)**
Report of Chief Internal Auditor
- 9 Draft Internal Audit Plan 2024/25 (Pages 41 - 48)**
Report of Chief Internal Auditor
- 10 Internal Audit and Counter Fraud report for the three quarters of the financial year 2023-2024 - 1st April 2023 to 31st December 2023 (Pages 49 - 82)**
Report of Chief Internal Auditor
- 11 Strategic Risk Register Quarterly Review (Pages 83 - 92)**
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, 1 July 2024 in Room 209/210, Marine Workshops, Newhaven, BN9 0ER, commencing at 5:00pm (TBC).

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

Telephone: 01273 471600

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

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