MINUTES

1: Meeting Header
Meeting Name: Audit & Governance
Date: Wednesday, 5 June 2024
Time: 10:00 AM – 12:00 PM
Venue: High Street, Ambridge, Borsetshire, B5 0HA

2: Attendance
Present:
- Maria Abbott
- Susan Barlow
- Fiona Baxter
- Emily Cross
- Fiona Davies
- Lucy Davies
- Sophie Evans

Apologies:
- Sarah Barker

Absent:
- Laura Wilson

Officers/Advisers:
- None recorded for this meeting

3: Declarations of Interest
No declarations of interest were made by any member present.

4: Confirmation of Minutes
The minutes of the previous meeting were confirmed as a correct record and signed by the Chair.

5: Public Participation
No members of the public registered to speak at this meeting. No questions or statements were received.

6: Main Business Items
6.1 Annual External Audit Report
Summary: Members reviewed the findings of the external auditor's annual report, considering the council's financial health and the integrity of its accounts.
Amendments: None proposed.
Voting: Not applicable.
RESOLUTION: NOTED

6.2 Internal Audit Programme Update
Summary: Members scrutinised progress against the internal audit programme, including review of internal controls across council departments.
Amendments: None proposed.
Voting: Not applicable.
RESOLUTION: NOTED

6.3 Risk Management Framework Review
Summary: Members evaluated the council's risk management framework, assessing whether current controls remain adequate against identified organisational risks.
Amendments: None proposed.
Voting: Not applicable.
RESOLUTION: AGREED to retain the existing framework, subject to annual review.

6.4 Anti-Fraud and Corruption Measures
Summary: Members reviewed the effectiveness of current anti-fraud and corruption measures and considered statutory compliance with local government regulations.
Amendments: None proposed.
Voting: Not applicable.
RESOLUTION: APPROVED

7: Action Items

Action: Circulate the external audit report findings to all department heads.
Responsible officer/member: Chief Internal Auditor
Deadline: 19 June 2024
Status: Not Started

Action: Schedule the annual review of the risk management framework.
Responsible officer/member: Risk and Governance Officer
Deadline: 5 June 2025
Status: Not Started

8: Date of Next Meeting

The next meeting will be held on 6 August 2024 at 08:00 AM in Ambridge Union Hall, Union Street, Ambridge, Borsetshire, B5 0UH

9: Close of Meeting

The meeting closed at 10:00 AM.