

# Agenda

## Audit Committee

Thursday, 10 June 2021 at 7.00 pm

New Council Chamber, Town Hall, Reigate



Meetings will take place in accordance with Government guidance. Members of the Committee will assemble at the Town Hall, Reigate.



Members of the public may observe the proceedings live on the Council's [website](#).

### Members:

J. Baker

M. S. Blacker

J. Booton

G. Buttironi

R. J. Feeney

J. P. King

S. A. Kulka

R. Michalowski

S. T. Walsh

### Substitutes:

**Conservatives:** J. King, S. Parnall and R. S. Turner

**Residents Group:** N. D. Harrison and C. T. H. Whinney

**Green Party:** P. Chandler, J. C. S. Essex, S. McKenna, S. Sinden, R. Ritter and D. Torra

**Liberal Democrats** M. Elbourne

**Mari Roberts-Wood**  
Interim Head of Paid Service

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Published 10 June 2021

- 1. Election of Chair**  
To elect a Chair of the Committee for this Municipal Year 2021/22.
- 2. Election of Vice-Chair**  
To elect a Vice-Chair of the Committee for this Municipal Year 2021/22.
- 3. Minutes** (Pages 5 - 12)  
To confirm as a correct record the Minutes of the previous meeting and the exempt minutes from the meeting held on 11 March 2021.
- 4. Apologies for Absence and Substitutions**  
To receive any apologies for absence and notification of substitutes in accordance with the Constitution.
- 5. Declaration of Interest**  
To receive any declarations of interest.
- 6. Draft Annual Governance Statement 2020/21** (Pages 13 - 26)  
To enable the adoption of the Annual Governance Statement so that it can be included within the annual Statement of Accounts for 2020/21.
- 7. External Audit Plan 2021/22 (To follow)**  
To approve the External Audit Plan 2021/22.
- 8. Internal Audit - 2020-21 Annual Report and Opinion** (Pages 27 - 48)  
To consider the Annual Internal Audit Report and Opinion for 2020/21.
- 9. Internal audit - Q4 2020/21 progress report** (Pages 49 - 76)  
To provide an update on the delivery of the 2020/21 internal audit plan as of the end of Q4 2020/21.
- 10. Risk management - quarter 4 2020/21** (Pages 77 - 98)  
To consider the Risk Management – Quarter 4 2020/21 report.

**11. Audit Committee Forward Plan 2021/22**

(Pages 99 - 102)

To note the Committee's current work programme for 2021/22.

**12. Any Other Urgent Business**

To consider any item(s) which, in the opinion of the Chair, should be considered as a matter of urgency – Local Government Act 1972, Section 100b (4)(b).

**Note: Urgent business must be submitted in writing but may be supplemented by an oral report.**



### **Our meetings**

As we would all appreciate, our meetings will be conducted in a spirit of mutual respect and trust, working together for the benefit of our Community and the Council, and in accordance with our Member Code of Conduct. Courtesy will be shown to all those taking part.



### **Streaming of meetings**

Meetings are broadcast live on the internet and are available to view online for six months. A recording is retained for six years after the meeting. In attending any meeting, you are recognising that you may be filmed and consent to the live stream being broadcast online, and available for others to view.



### **Accessibility**

The Council's agenda and minutes are provided in English. However, the Council also embraces its duty to anticipate the need to provide documents in different formats, such as audio, large print or in other languages. The Council will provide such formats where a need is identified prior to publication or on request.



**Notice is given** of the intention to hold any part of this meeting in private for consideration of any reports containing "exempt" information, which will be marked accordingly.