



Please reply to:

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Date: 17 November 2021

Notice of meeting

Audit Committee

Date: Thursday, 25 November 2021

Time: 7.00 pm

Place: Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames TW18 1XB

To the members of the Audit Committee

Councillors:

J.R. Boughtflower (Chairman)	J.T.F. Doran	L. E. Nichols
T. Fidler (Vice-Chairman)	H. Harvey	
S. Buttar	A.J. Mitchell	

Substitute Members: Councillors C. Bateson, A. Brar, S.M. Doran and B.B. Spoor

Councillors are reminded that the Gifts and Hospitality Declaration book will be available outside the meeting room for you to record any gifts or hospitality offered to you since the last Committee meeting.

Spelthorne Borough Council, Council Offices, Knowle Green

Staines-upon-Thames TW18 1XB

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Agenda

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- 1. Apologies and Substitutes**

To receive any apologies for absence and notification of substitutions.
- 2. Minutes** **5 - 12**

To confirm the minutes of the meeting held on 29 July 2021 as an accurate record.
- 3. Disclosures of Interest**

To receive any disclosures of interest from Councillors in accordance with the Council's Code of Conduct for members.
- 4. Risk Appetite Framework**

Elizabeth Humphreys, Corporate Governance Consultant, will speak to the Committee explaining the rationale for a Risk Appetite Framework – verbal item.
- 5. Corporate Risk Management** **13 - 46**

To receive and note the report from the Internal Audit Manager.
- 6. Covid-19 Risk Considerations** **47 - 64**

To receive an update on COVID-19 risk considerations from the Internal Audit Manager.
- 7. CIPFA Financial Management Code Self-Assessment** **65 - 140**

To receive an update on:

 - (a) progress made with the Peer Review Action Plan
 - (b) the updated self-assessment against the principles set out in the CIPFA Financial Management Code.
- 8. Retender of External Audit Contracts** **141 - 154**

To consider a proposal to opt into the national scheme for audit appointments managed by Public Sector Audit Appointments and make a recommendation to Council.
- 9. Confidential Reporting Code (Whistleblowing Policy)** **155 - 162**

To consider a review of the Confidential Reporting Code (Whistleblowing Policy).

- 10. Appointment of Independent Person to Audit Committee**
Head of Corporate Governance to provide a verbal update on the appointment of an independent person to the Audit Committee.
- 11. Internal Audit Interim Report** **163 - 194**
To receive and note an interim report from the Internal Audit Manager.
- 12. External Audit update**
To receive a verbal update from the external auditors on their work for the authority.
- 13. Committee Forward Plan** **195 - 196**
To consider and approve the forward plan for the remainder of the municipal year.
- 14. VFM Working Group update**
To receive an update from the Chief Finance Officer on progress made by the Value for Money Working Group.