



Please reply to:

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Date: 1 July 2024

Notice of meeting

Audit Committee

Date: Tuesday, 9 July 2024

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. Button (Chair)

J.P. Caplin

P.N. Woodward

K. Howkins (Vice-Chair)

L. E. Nichols

J.R. Boughtflower

H.R.D. Williams

Independent Member: P. Briggs

Substitute Members: Councillors M. Arnold, T. Burrell and C. Bateson

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 19 March 2024.
- 3. Disclosures of Interest**

To receive any disclosures of interest from Councillors in accordance with the Council's Code of Conduct for members.
- 4. Internal Audit Plan 2024/25** **13 - 26**

To consider the Internal Audit Plan 2024-25.
- 5. Internal Audit Charter 2024-25** **27 - 40**

To consider the Internal Audit Charter 2024-25.
- 6. Corporate Risk Management** **To Follow**
- 7. Annual Internal Audit Report and Opinion for 2023/24** **41 - 82**

To note the Annual Internal Audit report for 2023/24 and the annual audit opinion on the Council's internal control environment, risk management and governance arrangements.
- 8. Annual Governance Statement 2023-24** **83 - 112**

To consider the draft Annual Governance Statement and endorse the improvement actions identified in the statement.
- 9. Updated Review of Self-Assessment against CIPFA Financial Management Code and Self-Assessment against the final Best Value Indicators for Use of Resources** **113 - 260**

To note and approve the self-assessments and identify any areas for focusing on further improvement.
- 10. Public Interest Report Recommendations - Action Plan** **261 - 266**

To note the update and actions following on from the July 2023 report setting out the proposed actions in response to the recommendations within the Public Interest Report.

11. External Audit Update

**Verbal
Report**

To receive a verbal update on the work of the External Auditors

12. Forward Plan

267 - 270

To consider the Forward Plan for committee business.