

**MINUTES  
AUDIT COMMITTEE**

**Tuesday 25 July 2023**

Councillor Kyle Robinson-Payne (Chair)

Councillor Sandra Barnes	Councillor Paul Hughes
Councillor Jim Creamer	Councillor Alison Hunt
Councillor Helen Greensmith	Councillor Ruth Strong

Absent: None

Officers in Attendance: T Adams, C Goodall and F Whyley

Guests in Attendance: G Dulay (Internal Audit Director – BDO) and M Armstrong (Internal Auditor – BDO)

**10 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

None.

**11 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 27 JUNE 2023**

**RESOLVED:**

That the minutes of the above meeting, having been circulated, be approved as a correct record.

**12 DECLARATION OF INTERESTS**

None.

**13 INTERNAL AUDIT PROGRESS REPORT AND BUSINESS CONTINUITY AND EMERGENCY PLANNING INTERNAL AUDIT REPORT**

The Internal Auditor introduced the Internal Audit Report and Business Continuity and Emergency Planning Internal Audit Report which summarised the outcome of internal audit activity completed by the BDO Internal Audit Team for the period March 2023 to June 2023.

**RESOLVED to:**

- 1) Note the Internal Audit Progress Report detailing the delivery of the 2022/23 Internal Audit Plan and the commencement of work for the 2023/24 Internal Audit Plan; and

2) Note the Business Continuity and Emergency Planning Internal Audit Report.

**14 INTERNAL AUDIT DRAFT ANNUAL REPORT**

The Internal Audit Director introduced a report providing the Head of Audit Opinion based on the outcome of the internal audit activity completed by the BDO Internal Audit Team in accordance with the approved 2022/23 Internal Audit Plan.

**RESOLVED:**

To note the draft Internal Audit Annual Report and Head of Internal Audit Opinion for 2022/23.

**15 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT**

None.

The meeting finished at 6.23 pm

Signed by Chair:  
Date: