

**MINUTES  
AUDIT COMMITTEE**

**Tuesday 12 December 2023**

Councillor Kyle Robinson-Payne (Chair)

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

Absent: Councillor Helen Greensmith

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

Guests in Attendance: M Armstrong (Internal Auditor - BDO), G Dulay  
(Internal Audit Partner - BDO)

**23 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Apologies were received from Councillor Greensmith.

**24 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 9 SEPTEMBER 2023**

**RESOLVED:**

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

**25 DECLARATION OF INTERESTS.**

None.

**26 INTERNAL AUDIT PROGRESS REPORT**

The Internal Auditor introduced a report, which had been circulated in advance of the meeting summarising the outcome of internal audit activity completed by the BDO Internal Audit Team for the period October to December 2023.

**RESOLVED:**

- 1) To note the progress of the delivery against the 2023/24 Internal Audit Plan, including the Executive Summary for the following audit reports: Project and Programme Management, Health and Safety and Safeguarding.
- 2) To note the Safeguarding Internal Audit Report.

**27 INTERNAL AUDIT FOLLOW UP REPORT**

The Internal Audit Partner introduced a report, which had been circulated in advance of the meeting, summarising the outcome of internal audit activity completed by the BDO Internal Audit Team for the period October to December 2023.

**RESOLVED:**

- 1) To note the progress of the delivery against the 2023/24 Internal Audit Plan, including the Executive Summary for the following audit reports: Project and Programme Management, Health and Safety and Safeguarding.
- 2) To note the Safeguarding Internal Audit Report.

**28 CORPORATE RISK MANAGEMENT SCORECARD QUARTER 2 2023/24**

The Interim Corporate Director and the Head of Finance and IT introduced a report, updating members of the Audit Committee on the current level of assurance that can be provided against each corporate risk.

**RESOLVED:**

To note the progress of actions identified within the Corporate Risk Register.

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

None.

The meeting finished at 6.48 pm.

Signed by Chair:  
Date: