

AGENDA

AUDIT AND GOVERNANCE COMMITTEE

Tuesday 30 March 2021 at 6.30 pm
Virtual Meeting - Online

Borough Council Representatives:	Councillors Backhouse, Bland, Everitt, Hamilton, Ms Palmer, Rands, Scott and Warne
Independent Members:	Quigley and Turner
Parish/Town Council Representatives:	Councillors Mackonochie and Edwards
Quorum:	3 Members, to include at least one independent member

- 1 Presiding Member** (Pages 5 - 6)
To elect a member of the committee to preside over the meeting.
- 2 Apologies for Absence** (Pages 7 - 8)
To receive any apologies for absence.
- 3 Declarations of Interest** (Pages 9 - 10)
To receive any declarations of interest by Members in items on the agenda in accordance with the Members' Code of Conduct. For any advice on declarations of interest, please contact the Monitoring Officer before the meeting.
- 4 Notification of Persons Registered to Speak** (Pages 11 - 12)
To note any Visiting Members or members of the public wishing to speak, of which due notice has been given in accordance with Council Procedure Rule 18 or 19, and which item(s) they wish to speak on.
- 5 Minutes of the meeting dated 24 November 2020** (Pages 13 - 18)
To approve the minutes of a previous meeting as a correct record. The only issue relating to the minutes that can be discussed is their accuracy.
- 6 External Audit Progress Report** (Pages 19 - 56)
To consider and decide on the recommendations set out in the associated report.
- 7 Strategic Risk Register** (Pages 57 - 80)
To consider and decide on the recommendations set out in the associated report.

- 8 Interim Internal Audit and Assurance Report 2020/21** (Pages 81 - 94)
To consider and decide on the recommendations set out in the associated report.
 - 9 Internal Audit and Assurance Plan 2021/22** (Pages 95 - 128)
To consider and decide on the recommendations set out in the associated report.
 - 10 Update on complaints received under the Members' Code of Conduct** (Pages 129 - 134)
To consider and decide on the recommendations set out in the associated report.
 - 11 Work Programme** (Pages 135 - 136)
To consider the Committee's future work programme.
 - 12 Urgent Business** (Pages 137 - 138)
To consider any other items which the Chairman decides are urgent, for the reasons to be stated, in accordance with Section 100B(4) of the Local Government Act 1972.
 - 13 Date of the Next Meeting** (Pages 139 - 140)
To note that the next scheduled meeting is Monday 26 May 2021.
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Scuriny and Engagement Officer

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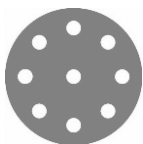
Tunbridge Wells Borough Council
Town Hall
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Kent TN1 1RS

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During the Coronavirus outbreak, and the recovery which follows, the way we conduct meetings will change. This page summarises the process. If you have any questions please contact Democratic Services via the contact details on the previous page.

Attending meetings

Meetings will not be held in the town hall, instead they will be held virtually using video conferencing and webcast live online.

Any member of the public may watch/listen to the meetings online live via our website on the relevant committee's meeting page. A recording of the meeting will also be available shortly after the end of the meeting.

All meetings and agenda are open to the public except where confidential information is being discussed. The agenda of the meeting will identify whether any meeting or part of the meeting is not open to the public and explain why.

Speaking at meetings

Members of the public are encouraged to participate and those wishing to comment on an agenda item will need to register with Democratic Services in advance. Registration opens when the agenda is published and closes at 4pm on the last working day before the meeting.

There may be up to 4 speakers per agenda item and speakers have up to 3 minutes each.

Once registered, speakers may submit their comments in writing to Democratic Services no later than 4pm on the last working day before the meeting. Your comments will then be read during the meeting by an independent officer. Alternatively, speakers may join the meeting online or by telephone. Speakers will need to provide contact details and the clerk will provide joining instructions to enable them to speak.

Comments should be in the form of a statement giving your opinion on the matter. Members of the committee may not answer questions or get into a debate with you.

Further details are available on the website or from Democratic Services:

<https://democracy.tunbridgewells.gov.uk/ieDocHome.aspx?bcr=1>

If you require this information in another format
please contact us, call 01892 526121 or email
committee@tunbridgewells.gov.uk