

Governance, Risk and Audit Committee



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Date Not Specified

A meeting of the **Governance, Risk and Audit Committee** of North Norfolk District Council will be held in the **Council Chamber, Council Offices, Holt Road, Cromer, NR27 9EN** on **Tuesday, 9 July 2024** at **2.00 pm**.

At the discretion of the Chairman, a short break will be taken after the meeting has been running for approximately one and a half hours

Members of the public who wish to ask a question or speak on an agenda item are requested to notify the committee clerk 24 hours in advance of the meeting and arrive at least 15 minutes before the start of the meeting. This is to allow time for the Committee Chair to rearrange the order of items on the agenda for the convenience of members of the public. Further information on the procedure for public speaking can be obtained from Democratic Services, Tel: 01263 516047, Email: neil.white@north-norfolk.gov.uk.

Anyone attending this meeting may take photographs, film or audio-record the proceedings and report on the meeting. Anyone wishing to do so must inform the Chairman. If you are a member of the public and you wish to speak on an item on the agenda, please be aware that you may be filmed or photographed.

Please note that Committee members will be given priority to speak during the debate of agenda items

Emma Denny
Democratic Services Manager

To: Cllr S Bütikofer, Cllr J Boyle, Cllr S Penfold, Cllr C Cushing, Cllr L Vickers and Cllr A Fletcher

All other Members of the Council for information.

Members of the Management Team, appropriate Officers, Press and Public



If you have any special requirements in order to attend this meeting, please let us know in advance

If you would like any document in large print, audio, Braille, alternative format or in a different language please contact us

Chief Executive: Steve Blatch

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A G E N D A

- 1. TO RECEIVE APOLOGIES FOR ABSENCE**
- 2. SUBSTITUTES**
- 3. PUBLIC QUESTIONS**

To receive public questions, if any.
- 4. ITEMS OF URGENT BUSINESS**

To determine any items of business which the Chairman decides should be considered as a matter of urgency pursuant to section 100B(4)(b) of the Local Government Act 1972.
- 5. DECLARATIONS OF INTEREST** 1 - 6

Members are asked at this stage to declare any interests that they may have in any of the following items on the agenda. The code of conduct for Members requires that declarations include the nature of the interest and whether it is a disclosable pecuniary interest.
- 6. MINUTES** 7 - 12

To approve as a correct record, the minutes of the meeting of the Governance, Risk & Audit Committee held on 26 March 2024.
- 7. EXTERNAL AUDIT INTERIM VFM REPORT FOR 2021/22 AND 2022/23** 13 - 36

To consider a report from the External Auditor on the External Audit Interim VFM Report for 2021/22 and 2022/23.
- 8. EXTERNAL AUDIT PLAN FOR 2023/24** 37 - 92

To consider a report from the External Auditor detailing the External Audit Plan for 2023/24.
- 9. INTERNAL AUDIT PROGRESS & FOLLOW-UP REPORT** 93 - 126

To receive a report from the Internal Auditor on Internal Audit Progress & Follow-up Report.
- 10. HEAD OF INTERNAL AUDIT'S ANNUAL OPINION REPORT 2023-24** 127 - 150

To consider a report from the Internal Auditor on Head of Internal Audit's Annual Opinion Report 2023-24.
- 11. GRAC SELF-ASSESSMENT** 151 - 168

To consider the results of the self-assessment questionnaires returned and completed by Members of the Governance, Risk and Audit Committee.

- 12. CORPORATE RISK REGISTER** 169 - 194
- To consider a report from the Council's Director of Resources on the Council's Corporate Risk Register.
- 13. PROCUREMENT EXEMPTIONS REGISTER** 195 - 196
- To consider the Procurement Exemptions register.
- 14. APPOINTMENT OF AN INDEPENDENT MEMBER**
- To receive an verbal update from the Council's Monitoring Officer on the appointment of an independent person to the committee.
- 15. GOVERNANCE, RISK AND AUDIT COMMITTEE UPDATE AND ACTION LIST** 197 - 198
- To monitor progress on items requiring action from the previous meeting, including progress on implementation of audit recommendations.
- 16. GOVERNANCE, RISK AND AUDIT COMMITTEE WORK PROGRAMME** 199 - 200
- To review the Governance, Risk & Audit Committee Work Programme.
- 17. EXCLUSION OF THE PRESS AND PUBLIC**
- To pass the following resolution, if necessary:
- "That under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph _ of Part I of Schedule 12A (as amended) to the Act."