

# Governance, Risk and Audit Committee



**Please contact:** Democratic Services

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29 August 2025

A meeting of the **Governance, Risk and Audit Committee** of North Norfolk District Council will be held in the **Council Chamber - Council Offices** on **Tuesday, 9 September 2025 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: [democraticservices@north-norfolk.gov.uk](mailto:democraticservices@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. This meeting is live-streamed: [NNDC eDemocracy - YouTube](#)

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

**Emma Denny**  
**Democratic Services Manager**

**To:** Mr V Platten, Cllr S Bütikofer, Cllr J Boyle, Cllr C Cushing, Cllr A Fletcher, Cllr S Penfold and Cllr V Holliday

Members of the Management Team, appropriate Officers

**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

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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. 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.

**5. 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.

**6. MINUTES**

7 - 14

To approve as a correct record, the minutes of the meeting of the Governance, Risk & Audit Committee held on 3<sup>rd</sup> June 2025

**7. GOVERNANCE, RISK AND AUDIT COMMITTEE UPDATE AND ACTION LIST**

15 - 16

To monitor progress on items requiring action from the previous meeting, including progress on implementation of audit recommendations.

**8. UPDATE OF OUTSTANDING AUDIT RECOMMENDATIONS**

To receive an update on progress with reducing the number of outstanding audit recommendations

**9. ANNUAL GOVERNANCE STATEMENT 24/25 & LOCAL CODE OF CORPORATE GOVERNANCE**

17 - 72

To consider the Council's Annual Governance Statement for 2024/25 and Local Code of Corporate Governance

**10. DRAFT FINANCIAL STATEMENTS 2024 - 2025**

73 - 172

To consider the draft Financial Statements for 2024/2025.

**11. MONITORING OFFICERS ANNUAL REPORT 2024 - 2025**

173 - 198

To review and note the Monitoring Officer's Report.

**12. CYBER RISK MANAGEMENT POLICY**

199 - 208

The Cyber Risk Management Policy was drafted following an audit recommendation.

The Committee is asked to review and approve the policy.

**13. CORPORATE RISK REGISTER** 209 - 262

To receive and comment on the Corporate Risk Register. The registers for May and August 2025 are attached.

**14. PROCUREMENT EXEMPTIONS REGISTER** 263 - 264

To receive the Procurement Exemptions Register for the period 21 May to 26 August 2025.

**15. GOVERNANCE, RISK AND AUDIT COMMITTEE WORK PROGRAMME** 265 - 268

To review the Governance, Risk & Audit Committee Work Programme.

**16. 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.”