

## MINUTES

### AUDIT COMMITTEE

18 SEPTEMBER 2024

**Present:**

**Councillors:** Freedman (Chair)  
Elliot  
England  
Wyatt-Lowe

**Officers:**

N Howcutt	Chief Finance Officer
F Jump	Head of Financial Services
S Choudhury	Head of Transformation
C Fennell	Head of Communities and Leisure
R Lang	Head of Safe Homes
H Peacock	Head of Strategy, Quality and Assurance
C Dempsey	Financial Planning and Analysis Manager
P Hunt	Housing Needs Manager
T Angel	Democratic Support Officer

**Others:** Philip Lazenby (TIAA)  
Chris Paisley (KPMG)

The meeting began at 7.30 pm.

#### **1 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Stewart, Reynolds and Douris.

Councillor Freedman substituted for Councillor Stewart.

Councillor England substituted for Councillor Reynolds.

Councillor Wyatt-Lowe substituted for Councillor Douris.

#### **2 DECLARATIONS OF INTEREST**

Councillor England advised he was the former Portfolio Holder for Climate & Ecological Emergency.

#### **3 MINUTES AND ACTIONS**

The minutes of the previous meeting were agreed by the members present and then signed by the Chair.

#### **4 PUBLIC PARTICIPATION**

There was no public participation.

## **5** **FINAL OUTTURN REPORT 2023/24**

Please refer to the video minutes for full discussion.

### Outcome

1. That the Committee reviewed the final financial outturn for 2023-24 (Appendices A and B) and noted the final financial outturn position for 2023-24.
2. That the Committee reviewed the Capital Programme Outturn for 2023-24 (Appendix C).
3. That the Committee reviewed the balances on earmarked reserves as at 31st March 2024 (Appendix D).

## **6** **STATEMENT OF ACCOUNTS 2023/24**

Please refer to the video minutes for full discussion.

### Outcome

1. The committee reviewed the Statement of Accounts 2023/24 (Appendix A) and raised any matters on which assurance is sought in order to approve the Statements on behalf of the Council;
2. Subject to consideration of the External Auditor's Audit Findings Report, approved the Letter of Representation (Appendix B) in the capacity of those charged with Governance and;
3. Approved the Statement of Accounts for 2023/24.
4. Delegated to the Chair or Vice Chair of the Audit Committee to sign the final accounts upon receiving the final audit opinion and approve any further changes the statement of accounts agreed with the Council's auditors prior to the receipt of that opinion.

## **7** **EXTERNAL AUDIT YEAR END REPORT**

Please refer to the video minutes for full discussion.

### Outcome

The committee noted the contents of the External Auditor's Year End Report for 2023-24.

## **8** **REGULATOR OF SOCIAL HOUSING INSPECTION & REGULATORY JUDGEMENT**

Please refer to the video minutes for full discussion.

### Outcome

The regulator of social housing inspection & regulatory judgement were acknowledged and signed off by Audit Committee.

Action

H Peacock to advise how many tenants were spoken to as part of the survey.

**9**                    **SUMMARY INTERNAL CONTROLS ASSURANCE (SICA) REPORT**

Please refer to the video minutes for full discussion.

Outcome

1. The committee noted the final internal audit reports issued for following Council activities:
  - Leisure Contract - Reasonable Assurance
  - Climate Change – Limited Assurance
  - Performance Management – Reasonable Assurance
  - Housing Allocations and Homelessness - Reasonable Assurance
  - Housing Regulatory Compliance and Building Safety - Reasonable Assurance
  
2. The committee noted the content of the SICA and progress against the annual internal audit plan.

**10**                    **TREASURY MANAGEMENT OUTTURN AND PERFORMANCE INDICATORS 2023/24**

Please refer to the video minutes for full discussion.

Outcome

The committee noted the contents of the report on Treasury Management performance and the Prudential Indicators for 2023/24.

**11**                    **STRATEGIC RISK REGISTER UPDATE Q4 2023/24**

Please refer to the video minutes for full discussion.

Outcome

The committee noted the report.

The Meeting ended at 9.01 pm