

Meeting: **Audit and Governance Committee**  
Date: **20 July 2023**  
Time: **6.30 pm PLEASE NOTE THE START TIME**  
Place: **Council Chamber - Civic Centre Folkestone**

To: **All members of the Audit and Governance Committee**

The committee will consider the matters, listed below, at the date, time and place shown above. The meeting will be open to the press and public.

Members of the committee, who wish to have information on any matter arising on the agenda, which is not fully covered in these papers, are requested to give notice, prior to the meeting, to the Chairman or appropriate officer.

This meeting will be webcast live to the council's website at <https://folkestone-hythe.public-i.tv/core/portal/webcasts>.

***Please note there will be 37 seats available for members of the public, which will be reserved for those speaking or participating at the meeting. The remaining available seats will be given on a first come, first served basis.***

1. **Apologies for Absence**
2. **Declarations of Interest (Pages 5 - 6)**

Members of the committee should declare any interests which fall under the following categories:

- a) disclosable pecuniary interests (DPI);
- b) other significant interests (OSI);
- c) voluntary announcements of other interests.

### **Queries about the agenda? Need a different format?**

Contact Sue Lewis – Tel: 01303 853265/3267  
Email: [committee@folkestone-hythe.gov.uk](mailto:committee@folkestone-hythe.gov.uk) or download from our website  
[www.folkestone-hythe.gov.uk](http://www.folkestone-hythe.gov.uk)

3. **Minutes (Pages 7 - 14)**

To consider and approve, as a correct record, the minutes of the meeting held on 15 March 2023.

4. **Extension of term of office of Independent Member of the Audit and Governance Committee (Pages 15 - 18)**

In December 2019, Full Council agreed to the recommendations of the Audit and Governance Committee to appoint an Independent member to the Audit and Governance Committee. It had been envisaged the appointment would run until May 2023. However, due to the pandemic, the recruitment exercise was delayed, and an appointment was not made until November 2020. The Committee is therefore asked to recommend to Full Council that Andy Vanburen's term be extended until November 2024. This also assists in maintaining continuity of committee membership where membership has been affected by the electoral cycle.

5. **Quarterly Code of Conduct Complaints update report (Pages 19 - 22)**

This report provides an update to the Committee on Member Code of Conduct complaints received during quarter 4 of 22/23 (1 January to 31 March 2023), and quarter 1 of 23/24 (1 April to 30 June 2023).

6. **Quarterly Internal update Report from the Head of East Kent Audit Partnership (Pages 23 - 40)**

This report includes the summary of the work of the East Kent Audit Partnership (EKAP) since the last Audit and Governance Committee meeting together with details of the performance of the EKAP to the 31<sup>st</sup> May 2023.

7. **The Internal Audit Annual Report 2022-23 (Pages 41 - 58)**

This report provides a summary of the work undertaken by the East Kent Audit Partnership to support the annual opinion. The report includes the Head of Audit Partnership's opinion on the overall adequacy and effectiveness of the system of internal control in operation and informs the Annual Governance Statement for 2022-23, together with details of the performance of the EKAP against its targets for the year ending 31<sup>st</sup> March 2023.

8. **Annual Governance Statement 2022/23 (Pages 59 - 88)**

Under the Accounts and Audit (England) Regulations 2015, local authorities are required to produce an Annual Governance Statement. This report describes the process followed and seeks approval for the Annual Governance Statement for the year 2022/23.

9. **2021/22 and 2022/23 Statement of Accounts Update Report (Pages 89 - 92)**

This report provides an update on recent work undertaken, in relation to prepare the Council's Statement of Accounts for 2021/22 and 2022/23.

10. **Delay to commencement of the external audit of the 2022/23 Statement of Accounts (Pages 93 - 98)**

The Council's external auditor; Grant Thornton has advised the Council that there will be a delay in the commencement of the 2022/23 audit of the Council's 2022/23 Statement of Accounts.

11. **Grant Thornton publication - "About Time?" (Pages 99 - 132)**

The Council's external auditor; Grant Thornton have issued a publication entitled "About time. They have asked for this publication to be shared with Members of the Audit & Governance Committee.