Wiltshire Council

AGENDA

Meeting: **Audit and Governance Committee**

Place: **Kennet Room - County Hall, Bythesea Road, Trowbridge, BA14 8JN**

Date: **Wednesday 22 November 2023**

Time: **10.30 am**

Please direct any enquiries on this Agenda to Tara Hunt of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718352 or email lisa.alexander@wiltshire.gov.uk

Press enquiries to Communications on direct lines 01225 713114/713115.

This Agenda and all the documents referred to within it are available on the Council's website at www.wiltshire.gov.uk

Membership:

Cllr Iain Wallis (Chairman)   Cllr Antonio Piazza
Cllr Stuart Wheeler (Vice-Chairman) Cllr Pip Ridout
Cllr Chuck Berry   Cllr Mike Sankey
Cllr Adrian Foster   Cllr Martin Smith
Cllr Gavin Grant   Cllr Howard Greenman
Cllr George Jeans

Substitutes:

Cllr Liz Alstrom   Cllr Jon Hubbard
Cllr Ernie Clark   Cllr Tom Rounds
Cllr Matthew Dean   Cllr Jo Trigg
Cllr Ross Henning   Cllr Pauline Church

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Public Participation

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult Part 4 of the council's constitution.

The full constitution can be found at this link.

Our privacy policy is found here.

For assistance on these and other matters please contact the officer named above for details

AGENDA

Part I

Items to be considered while the meeting is open to the public

1   **Apologies**

    To receive any apologies or substitutions for the meeting.

2   **Minutes of the Previous Meeting** *(Pages 5 - 18)*

    To confirm and sign the minutes of the meeting held on 19 September 2023.

3   **Declarations of Interests**

    To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

4   **Chairman's Announcements** *(Pages 19 - 22)*

    To receive any announcements from the Chairman.

    - Accounts and Audit briefing note to all Members.
    - Stone Circle Scrutiny.
    - Independent Members on Audit & Governance.

5   **Public Participation**

    The Council welcomes contributions from members of the public.

    Statements
    If you would like to make a statement at this meeting on any item on this agenda, please register to do so at least 10 minutes prior to the meeting. Up to 3 speakers are permitted to speak for up to 3 minutes each on any agenda item. Please contact the officer named on the front of the agenda for any further clarification.

    Questions
    To receive any questions from members of the public or members of the Council received in accordance with the constitution.

    Those wishing to ask questions are required to give notice of any such questions in writing to the officer named on the front of this agenda no later than 5pm on 15 November 2023 in order to be guaranteed of a written response. In order to receive a verbal response questions must be submitted no later than 5pm on 17 November 2023. Please contact the officer named on the front of this agenda for further advice. Questions may be asked without notice if the Chairman decides that the matter is urgent.

    Details of any questions received will be circulated to Committee members prior to the meeting and made available at the meeting and on the Council's website.

6   **Internal Audit Update** *(Pages 23 - 30)*

To receive the Internal Audit update from SWAP.

7   **Risk Management Service Update** *(Pages 31 - 36)*

To receive a risk management service update following a limited assurance audit.

8   **Anti-fraud risk update** *(Pages 37 - 42)*

To receive an update on anti-fraud activity.

9   **Forward Work Programme** *(Pages 43 - 46)*

To note the Forward Work Programme

10   **Date of Next Meeting**

To note that the next regular meeting of the Committee will be held on 7 February 2024.

11   **Urgent Items**

Any other items of business, which the Chairman agrees to consider as a matter of urgency.

Part II

Items during whose consideration it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed

None