

**LLOYD HAYNES,
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AGENDA

for a MEETING of the AUDIT COMMITTEE

**Wednesday 25th September 2024 at 6.30pm in the Coltman VC Room at the
Town Hall, Burton upon Trent**

Contact Officer: Daniel Caulkett

Membership

Councillors: A. Mansfield (Chairman)
T. Hadley
M. Huckerby
P. Hudson
Z. Krupski (Vice Chairman)
B. G. Peters
S. Sankey
M. Slater

PUBLIC ACCESS TO INFORMATION

Members of the Public may attend this Meeting and are also entitled to see the background papers to any report which is not likely to be considered in private. Copies of the public Agenda, background papers, and reports will also be supplied on payment of a copying charge.

Please contact Democratic Services ((01283) 508306/608)

E-mail: democratic.services@eaststaffsbc.gov.uk

This Agenda is also available to download from the Council's website,
www.eaststaffsbc.gov.uk

Other Councillors who are not formal members of this Committee may attend meetings of this Committee, except where Exempt Information is likely to be disclosed. If Exempt Information is likely to be disclosed, other Councillors can only attend such meetings if they can demonstrate that their attendance is necessary to perform their duties as a Councillor. If other Councillors do attend, they may ask the Chairman for consent to speak (giving reasons). The Chairman may seek the views of the Committee before making a decision. If the Chairman gives such consent, the Councillor may take part in the debate when invited to do so by the Chairman (but may not vote).

**MEETING OF THE AUDIT COMMITTEE
OPEN TO THE PUBLIC
To be held on Wednesday 25th September 2024 at 6.30pm
in the Coltman VC Room at the Town Hall, Burton upon
Trent**

AGENDA

	Item	Presenter	Reference
1.	To receive any Apologies for Absence	Daniel Caulkett	Oral
2.	Declaration(s) of Interest (if any)	All	Oral
3.	Urgent Business - To consider any urgent business brought forward to the Committee under Rule 12.	Chairman	Oral
4.	Questions from the Public - To receive questions submitted by any Citizen of the Borough, in accordance with Part 3Eb of the Constitution. Questions must be received by 19 th September 2024	Chairman	Oral
5.	Questions from members of the Committee - To receive any questions submitted by any Member of the Committee for answer by the Leader, Cabinet member or Officers of the Council. Questions must be received by 19 th September 2024	Chairman	Oral
6.	Minutes of the Meeting held on 26 th June 2024	Chairman	Enclosure 1
7.	Internal Audit Progress Report	360 Assurance	Enclosure No 2

8.	Update on External Audit Progress	Azets	Oral
9.	Corporate & Strategic Risks Report 2024/25 – Quarter 1	Chief Accountant (Deputy S151 Officer)	Enclosure No 3
10.	Treasury Management Update Report 2024/25 – Quarter 1	Chief Accountant (Deputy S151 Officer)	Enclosure No 4
11.	Review and Update of Risk Management Policy	Chief Finance Officer (S151 Officer)	Enclosure No 5
12.	23/24 Quarter 4 and 24/25 Quarter 1 Reporting of Write Offs	Chief Finance Officer (S151 Officer)	Enclosure No 6
13.	Public Executive Decision Record	Chairman	Enclosure No 7
14.	Date of Next Meeting – 16 th October 2024	Chairman	Oral

NOTE

The Press and Public are likely to be excluded from this Meeting during the following item of business and as it is likely that there will be discussion of exempt information as described in Schedule 12A of the Local Government Act, 1972 (set out in full with this Agenda on the Council's website www.eaststaffsbc.gov.uk), the appropriate paragraph(s) of which are noted in brackets before the Agenda Item.

(3) 15. PRIVATE MINUTES

(3) 16. INTERNAL AUDIT ACTION TRACKING

The Chairman will therefore move:

That in accordance with Section 100(A)(4) of the Local Government Act, 1972 the Press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part I of Schedule 12A of the Act indicated in brackets before each item number on the Agenda.

SCHEDULE 12A LGA 1972
PART 1 DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND

The exempt information set out at Schedule 12A to the Local Government Act 1972 Act is as follows:

1. Information relating to any individual;
2. Information which is likely to reveal the identity of an individual;
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information);
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority;
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings;
6. Information which reveals that the authority proposes—
 - a. to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - b. to make an order or direction under any enactment;
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

THE QUALIFICATIONS TO THE LIST OF EXEMPT INFORMATION ARE AS FOLLOWS:

8. Information falling within number 3 above is not exempt information by virtue of that paragraph if it is required to be registered under:
the Companies Acts as defined in section 2 of the Companies Act 2006;
the Friendly Societies Act 1974;
the Friendly Societies Act 1992;
the Co-operative and Community Benefit Societies and Credit Unions Acts 1965 to 1978;
the Building Societies Act 1986; or
[(f) the Charities Act 2011.
9. Information is not exempt information if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to regulation 3 of the Town and Country Planning General Regulations 1992.
10. Information which—
falls within any of numbers 1 to 7 above; and is not prevented from being exempt by virtue of number A or B above, is exempt information if, and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.