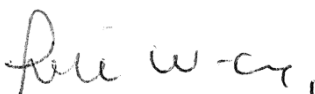


Date of issue: Monday, 21 February 2022

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| <b>MEETING:</b>  | <b>AUDIT AND CORPORATE GOVERNANCE COMMITTEE</b><br>(Councillors Sabah (Chair), Wright (Vice Chair), Ali, Brooker, J Davis, Grewal and Hussain)<br><br><b>CO-OPTED INDEPENDENT MEMBER:</b><br>Iqbal Zafar |
| <b>DATE AND TIME:</b>                                      | TUESDAY, 1ST MARCH, 2022 AT 6.30 PM  |
| <b>VENUE:</b>  | COUNCIL CHAMBER - OBSERVATORY HOUSE, 25 WINDSOR ROAD, SL1 2EL  |
| <b>DEMOCRATIC SERVICES OFFICER:</b><br>(for all enquiries) | SHABANA KAUSER<br>07821 811 259  |

NOTICE OF MEETING

You are requested to attend the above Meeting at the time and date indicated to deal with the business set out in the following agenda.



**JOSIE WRAGG**  
Chief Executive

**AGENDA**

**PART I**

| <u>AGENDA</u><br><u>ITEM</u> | <u>REPORT TITLE</u> | <u>PAGE</u> | <u>WARD</u> |
|------------------------------|---------------------|-------------|-------------|
|------------------------------|---------------------|-------------|-------------|

Apologies for absence.

1. Declarations of Interest

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*All Members who believe they have a Disclosable Pecuniary or other Interest in any matter to be considered at the meeting must declare that interest and, having regard to the circumstances described in Section 9 and Appendix B of the Councillors' Code of Conduct, leave the meeting while the matter is discussed.*



| <u>AGENDA<br/>ITEM</u> | <u>REPORT TITLE</u>   | <u>PAGE</u> | <u>WARD</u> |
|------------------------|---|-------------|-------------|
| 2.                     | Minutes of the Meetings held on 9th December 2021 and 18th January 2022 | 1 - 12      | -           |
| 3.                     | Action Progress Report  | 13 - 24     | All         |
| 4.                     | Risk Management Update Quarter 4 2021/22                                | 25 - 70     | All         |
| 5.                     | Internal Audit Update Quarter 4 2021/22                                 | 71 - 114    | All         |
| 6.                     | Structure of Internal Audit Options Appraisal                           | 115 - 118   | All         |
| 7.                     | Update on Council Subsidiary Companies                                  | 119 - 144   | All         |
| 8.                     | Internal Audit Progress Report  | 145 - 170   | All         |
| 9.                     | Internal Audit Plan 2022/23   | 171 - 200   | All         |
| 10.                    | Members Attendance Record 2022/23                                       | 201 - 202   | All         |

### **Press and Public**

**Attendance and accessibility:** You are welcome to attend this meeting which is open to the press and public, as an observer. You will however be asked to leave before any items in the Part II agenda are considered. For those hard of hearing an Induction Loop System is available in the Council Chamber.

**Webcasting and recording:** The public part of the meeting will be filmed by the Council for live and/or subsequent broadcast on the Council's website. The footage will remain on our website for 12 months. A copy of the recording will also be retained in accordance with the Council's data retention policy. By entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings.

In addition, the law allows members of the public to take photographs, film, audio-record or tweet the proceedings at public meetings. Anyone proposing to do so is requested to advise the Democratic Services Officer before the start of the meeting. Filming or recording must be overt and persons filming should not move around the meeting room whilst filming nor should they obstruct proceedings or the public from viewing the meeting. The use of flash photography, additional lighting or any non hand held devices, including tripods, will not be allowed unless this has been discussed with the Democratic Services Officer.

**Emergency procedures:** The fire alarm is a continuous siren. If the alarm sounds Immediately vacate the premises by the nearest available exit at either the front or rear of the Chamber and proceed to the assembly point: The pavement of the service road outside of Westminster House, 31 Windsor Road.

**Covid-19:** To accommodate social distancing there is significantly restricted capacity of the Council Chamber and places for the public are very limited. We would encourage those wishing to observe the meeting to view the live stream. Any members of the public who do wish to attend in person should be encouraged to contact the Democratic Services Officer.