

## NOTICE OF MEETING

# AUDIT COMMITTEE

**Thursday, 14th December, 2023, 7.00 pm - George Meehan House, 294 High Road, N22 8JZ (watch the live meeting [here](#) and watch the recording [here](#))**

**Members:** Councillors Erdal Dogan (Chair), Kaushika Amin, Cathy Brennan, Elderidge Culverwell (Vice-Chair), Mary Mason, Ajda Ovat and Alessandra Rossetti

**Quorum:** 3

### 1. **FILMING AT MEETINGS**

Please note this meeting may be filmed or recorded by the Council for live or subsequent broadcast via the Council's internet site or by anyone attending the meeting using any communication method. Members of the public participating in the meeting (e.g. making deputations, asking questions, making oral protests) should be aware that they are likely to be filmed, recorded or reported on. By entering the 'meeting room', you are consenting to being filmed and to the possible use of those images and sound recordings.

The Chair of the meeting has the discretion to terminate or suspend filming or recording, if in his or her opinion continuation of the filming, recording or reporting would disrupt or prejudice the proceedings, infringe the rights of any individual, or may lead to the breach of a legal obligation by the Council.

### 2. **APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

### 3. **URGENT BUSINESS**

The Chair will consider the admission of any late items of Urgent Business. (Late items will be considered under the agenda item where they appear. New items will be dealt with under item 14 below).

### 4. **DECLARATIONS OF INTEREST**

A member with a disclosable pecuniary interest or a prejudicial interest in a matter who attends a meeting of the authority at which the matter is considered:

(i) must disclose the interest at the start of the meeting or when the interest becomes apparent, and

(ii) may not participate in any discussion or vote on the matter and must withdraw from the meeting room.

A member who discloses at a meeting a disclosable pecuniary interest which is not registered in the Register of Members' Interests or the subject of a pending notification must notify the Monitoring Officer of the interest within 28 days of the disclosure.

Disclosable pecuniary interests, personal interests and prejudicial interests are defined at Paragraphs 5-7 and Appendix A of the Members' Code of Conduct.

## **5. DEPUTATIONS / PETITIONS / PRESENTATIONS / QUESTIONS**

To consider any requests received in accordance with Part 4, section B, Paragraph 29 of the Council's Constitution.

## **6. MINUTES (PAGES 1 - 12)**

To confirm and sign the minutes of the Audit Committee meeting held on 21 September 2023 as a correct record.

To Review the Action Tracker.

## **7. QUARTERLY INTERNAL AUDIT UPDATE - HOUSING SERVICES AND BUILDING SAFETY (PAGES 13 - 20)**

This report provides an update on progress against the audit recommendations of the Council's external provider (Mazars) during 2022/23 and 23/24 on Housing Services and Building Safety for the following service areas: Customer Experience (Repairs); Leaseholder (Services); Stock Condition; Gas Safety; and Stock and Stores

## **8. UPDATE ON THE RECOMMENDATIONS FROM THE AUDIT OF THE LETTINGS FUNCTION IN FEBRUARY 2023. (PAGES 21 - 48)**

An internal audit of the Lettings process was carried out by Mazars in February 2023, resulting in a report in July 2023. The audit provided adequate assurance but made a number of recommendations. The Audit Committee has asked for an update on the progress of actions resulting from the recommendations of the audit.

## **9. TREASURY MANAGEMENT UPDATE (PAGES 49 - 64)**

The Council has adopted the Chartered Institute of Public Finance and Accountancy's Treasury Management in the Public Services: Code of Practice

(the CIPFA Code). This code requires the Council to approve, at a minimum, treasury management semi-annual and annual outturn reports.

**10. INTERNAL AUDIT PROGRESS REPORT 2023/24 (PAGES 65 - 76)**

This report details the work undertaken by Internal Audit in the period 15 August to 6 October 2023 and focuses on progress on internal audit coverage relative to the approved internal audit plan, including the number of audit reports issued and finalised – work undertaken by the external provider (Mazars).

**11. ANTI-FRAUD AND CORRUPTION PROGRESS REPORT QUARTER 2 2023/24 (PAGES 77 - 86)**

This report details the work undertaken by the in-house resources in the Audit and Risk team and communicates a first update on completion of the work plan for 2023/24.

**12. APPOINTMENT OF NON VOTING INDEPENDENT ADVISORS TO THE AUDIT COMMITTEE (PAGES 87 - 98)**

In line with the Council's Constitution, Committee Standing Orders, Paragraph 2, that the Council may resolve that non-voting members, assessors and advisers shall also be appointed to any such committee or other body, and shall hold office until the annual meeting in the year following their appointment or for so long as the Council deem appropriate, whichever is the earlier; and if they resolve to make such appointments, shall specify the number of appointments to be made and the functions in relation to the body that each person so appointed may exercise, the appointment of the two independent non-voting members requires a recommendation from the Audit Committee to Full Council for approval. The Full Council received a paper on 27 March 2023 (see attached Appendix 1), setting out the need for the composition of an Audit Committee, and subsequently agreed its membership and its Terms of Reference which included two non-voting independent advisors.

**13. ANNUAL GOVERNANCE STATEMENT 2022/23 FOLLOW UP REPORT (PAGES 99 - 116)**

To update the Committee and provide assurance on the progress to address the significant governance issues identified within the 2022/23 Annual Governance Statement (AGS).

**14. NEW ITEMS OF URGENT BUSINESS**

**15. DATES OF FUTURE MEETINGS**

1 February 2024 - TBC

7 March 2024

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Wednesday, 06 December 2023