

To: Chair & Members of the Audit
Committee

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Monday, 7 September 2020

Dear Councillor

AUDIT COMMITTEE

You are hereby summoned to attend a meeting of the Audit Committee of the Bolsover District Council to be held as a Virtual Meeting on Tuesday, 15th September, 2020 at 14:00 hours.

Members will be sent the details on how to access the Virtual Meeting by email.

Virtual Attendance and Hybrid Meetings

I have provided the Leader and Deputy Leader with advice on the holding of “hybrid” meetings outlining the risks including to employees dealing with the Chamber and to Members. Hybrid meetings are those where some attendance is in person in the Council Chamber and some is virtual.

I would encourage you all to attend virtually.

Accordingly if you attend in person you will be deemed to have accepted the following disclaimer (overleaf) as applying.



We speak your language
Polish **Mówimy Twoim językiem**
Slovak **Rozprávame Vaším jazykom**
Chinese **我们会说你的语言**

**If you require this agenda in large print
or another format please call us on 01246 217753**

If you require an adjustment to enable you to participate in or access the meeting please contact the Governance Team at least 72 hours before the meeting starts.

Risk Assessment Disclaimer

When attending this meeting in person, I confirm that I have read and understood the contents of each of the following risk assessments and agree to act in line with its content.

- Covid-19 ARC RTW RA001
- Working in Offices At The Arc During Covid-19 Pandemic Guidance – ARC – SSW001

Both documents have been emailed to Members and are available on the Modern.Gov App library.

The same advice is given to officers who are also encouraged to participate in the meeting remotely.

Register of Members' Interests - Members are reminded that a Member must within 28 days of becoming aware of any changes to their Disclosable Pecuniary Interests provide written notification to the Authority's Monitoring Officer.

You will find the contents of the agenda itemised from page 3 onwards.

Yours faithfully

A handwritten signature in black ink that reads "Sarah Steuberg". The signature is written in a cursive, flowing style.

Solicitor to the Council & Monitoring Officer

AUDIT COMMITTEE AGENDA

Tuesday, 15th September, 2020 at 14:00 hours taking place as a Virtual Meeting

If Members are unable to join the meeting remotely, please contact Governance for alternative arrangements.

Item No.	PART 1 – OPEN ITEMS	Page No.(s)
1.	Apologies For Absence	
2.	Urgent Items of Business To note any urgent items of business which the Chairman has consented to being considered under the provisions of Section 100(B) 4(b) of the Local Government Act 1972.	
3.	Declarations of Interest Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of: a) any business on the agenda b) any urgent additional items to be considered c) any matters arising out of those items and if appropriate, withdraw from the meeting at the relevant time.	
4.	Minutes To consider the minutes of the last meeting held on 28 th January 2020.	5 - 10
5.	Notes Notes from the informal Extraordinary Meeting on 25 th February 2020.	11 - 13
<u>REPORTS OF THE COUNCIL'S EXTERNAL AUDITOR MAZARS</u>		
6.	Report to Those Charged with Governance - Audit Completion Report Report to follow.	To follow
<u>REPORTS OF THE INTERNAL AUDIT CONSORTIUM MANAGER</u>		
7.	Internal Audit Consortium 2019/20 Annual Report	14 - 22
8.	External Review of Internal Audit	23 - 27

9.	Review of the Internal Audit Charter	28 - 38
10.	Report of Internal Audit - Summary of Progress on the Internal Audit Plan	39 - 48
<u>REPORTS OF THE HEAD OF FINANCE AND RESOURCES & SECTION 151 OFFICER</u>		
11.	Assessment of Going Concern	49 - 54
12.	BDC Statement of Accounts 2019/20	55 - 172
13.	Audit Committee Proposed Work Programme 2020/21	173 - 177