

To: Chair & Members of the Audit  
Committee

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Friday 15<sup>th</sup> January 2021

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, 26th January, 2021 at 14:00 hours.

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

#### Virtual Attendance

I have provided **all Members** with advice that all meetings **must** be held virtually during the National Lockdown. The Council Chamber will not be available for Members to attend the meeting physically during this time. **Should you decide to disregard this advice and potentially be in breach of the law, you will be deemed to have accepted the risk assessments listed for the Arc.**

**The Governance and ICT teams supporting the meeting will be working remotely, and can provide assistance to you for joining virtually.**



**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

The following risk assessments are available on the Modern.Gov App library:

- Covid-19 ARC RTW RA001
- Working in Offices At The Arc During Covid-19 Pandemic Guidance – ARC – SSW001
- Meetings – EM001 - Committee and Council Meetings during the Covid-19 pandemic

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 Steenberg". The signature is written in a cursive, flowing style.

Solicitor to the Council & Monitoring Officer

## **AUDIT COMMITTEE AGENDA**

*Tuesday, 26th January, 2021 at 14:00 hours taking place as a Virtual Meeting*

<b>Item No.</b>	<b>PART 1 – OPEN ITEMS</b>	<b>Page No.(s)</b>
1.	<b>Apologies For Absence</b>	
2.	<b>Urgent Items of Business</b>	
	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.	<b>Declarations of Interest</b>	
	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.	<b>Minutes</b>	4 - 10
	To consider the minutes of the last meeting held on 15 <sup>th</sup> September 2020.	
5.	<b>Report of External Auditor - Annual Audit Letter 2019/20</b>	11 - 25
6.	<b>Report of External Auditor - Audit Progress Report (January 2021)</b>	26 - 39
7.	<b>Report of Internal Audit - Summary of Progress on the 2020/21 Internal Audit Plan</b>	40 - 57
8.	<b>Report of Internal Audit - Implementation of Internal Audit Recommendations</b>	58 - 75
9.	<b>Risk Management (November 2020)</b>	76 - 116
10.	<b>Accounting Policies 2020/21</b>	117 - 144
11.	<b>Audit Committee Work Programme 2020/21</b>	145 - 149