

The Arc  
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To: Chair & Members of the Audit  
Committee

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Monday 18th September 2023

Dear Councillor


**AUDIT COMMITTEE**

You are hereby summoned to attend a meeting of the Audit Committee of the Bolsover District Council to be held in the Council Chamber, The Arc, Clowne on Tuesday 26th September 2023 at 14:00 hours.

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 on page 3.

Yours faithfully



Solicitor to the Council & Monitoring Officer

## **Equalities Statement**

Bolsover District Council is committed to equalities as an employer and when delivering the services it provides to all sections of the community.

The Council believes that no person should be treated unfairly and is committed to eliminating all forms of discrimination, advancing equality, and fostering good relations between all groups in society.

### **Access for All statement**

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- **Phone:** [01246 242424](tel:01246242424)
- **Email:** [enquiries@bolsover.gov.uk](mailto:enquiries@bolsover.gov.uk)
- **BSL Video Call:** A three-way video call with us and a BSL interpreter. It is free to call Bolsover District Council with Sign Solutions, you just need WiFi or mobile data to make the video call, or call into one of our Contact Centres.
- Call with [Relay UK](#) - a free phone service provided by BT for anyone who has difficulty hearing or speaking. It's a way to have a real-time conversation with us by text.
- **Visiting** one of our [offices](#) at Clowne, Bolsover, Shirebrook and South Normanton

## AUDIT COMMITTEE

### AGENDA

**Tuesday 26th September 2023 at 14:00 hours taking place in the Council Chamber,  
The Arc, Clowne**

| Item No. |  | Page No.(s) |
|----------|--|-------------|
| 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>   | 5 - 7       |
|          | To consider the minutes of the last meeting held on 27 <sup>th</sup> June 2023   |             |
|          | <b><u>REPORT OF THE COUNCIL'S EXTERNAL AUDITORS, MAZARS</u></b>  |             |
| 5.       | <b>Audit Progress Report - Year Ended 31st March 2023</b>  | 8 - 30      |
|          | <b><u>REPORT OF THE DIRECTOR GOVERNANCE, LEGAL SERVICES &amp; MONITORING OFFICER</u></b>   |             |
| 6.       | <b>Annual Governance Report</b>  | 31 - 85     |
|          | <b><u>REPORT OF THE DIRECTOR OF FINANCE AND SECTION 151 OFFICER</u></b>  |             |
| 7.       | <b>Audit Committee Annual Report</b>   | 86 - 90     |
|          | <b><u>REPORTS OF THE HEAD OF THE INTERNAL AUDIT CONSORTIUM</u></b>   |             |
| 8.       | <b>Summary of Progress on the 2023/24 Internal Audit Plan</b>  | 91 - 98     |

|            |   |                  |
|------------|---|------------------|
| <b>9.</b>  | <b>Review of the Internal Audit Charter</b>             | <b>99 - 109</b>  |
| <b>10.</b> | <b>Implementation of Internal Audit Recommendations</b> | <b>110 - 122</b> |
| <b>11.</b> | <b>Audit Committee Work Plan 2023/24</b>                | <b>123 - 125</b> |