



B O S T O N B O R O U G H C O U N C I L

**Joint Chief Executive
Rob Barlow**

Municipal Buildings
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14 May 2021

TO MEMBERS OF THE AUDIT AND GOVERNANCE COMMITTEE

NOTICE OF MEETING OF THE AUDIT & GOVERNANCE COMMITTEE

Dear Councillor

You are invited to attend a meeting of the Audit & Governance Committee on
Monday, 24th May, 2021 at 6.30 pm
in the Committee Room, Municipal Buildings, West Street, Boston PE21 8QR

ROB BARLOW
Joint Chief Executive

Membership:

Chairman: Councillor Tom Ashton
Vice Chairman: Councillor George Cornah
Councillors Alison Austin, Richard Austin BEM, David Brown,
Anton Dani, Anne Dorrian, Frank Pickett, Peter Watson and
Mr Alan Pickering

A G E N D A

PART I - PRELIMINARIES

A MINUTES (Pages 1 - 6)

To sign and confirm the minutes of the last meeting, held on 29th March 2021.

B APOLOGIES

To receive apologies for absence.

C DECLARATION OF INTERESTS

To receive declarations of interests in respect of any item on the agenda.

D PUBLIC QUESTIONS

To answer any written questions received from members of the public no later than 5 p.m. two clear working days prior to the meeting – for this meeting the deadline is 5 p.m. on Wednesday, 19th May 2021.

PART II - AGENDA ITEMS

- 1 AUDIT COMPLETION REPORT FOLLOW-UP LETTER (Pages 7 - 16)
A report by Mark SurrIDGE, Director, Mazars
- 2 ANNUAL AUDIT LETTER (Pages 17 - 32)
A report by Mark SurrIDGE, Director, Mazars
- 3 INTERNAL AUDIT - PROGRESS REPORT 2021/22 (Pages 33 - 52)
A report by John Scott, Internal Audit Manager
- 4 RISK REPORT QUARTER 3 2020/21 (Pages 53 - 58)
A report by Suzanne Rolfe, IT & Transformation Manager
- 5 INTERNAL AUDIT ANNUAL REPORT 2020/21 (Pages 59 - 72)
A report by John Scott, Internal Audit Manager
- 6 TRANSFER OF INTERNAL AUDIT SERVICE (Pages 73 - 76)
A report by Adrian Sibley, Section 151 Officer
- 7 ANNUAL FRAUD PERFORMANCE REPORT (Pages 77 - 86)
A report by the Customer Contact Operations & Delivery Manager (PSPSL)
- 8 WORK PROGRAMME (Pages 87 - 88)
For Members to consider the Committee's work programme.

Notes:

The person to contact about the agenda and documents for this meeting is Janette Collier, Senior Democratic Services Officer, Municipal Buildings, Boston, 01205 314227 email: janette.collier@boston.gov.uk

Council Members who are not able to attend the meeting should notify 01205 314227 email: janette.collier@boston.gov.uk as soon as possible.

Alternative Versions

Should you wish to have the agenda or report in an alternative format such as larger text, Braille or a specific language, please contact Democratic Services on direct dial (01205) 314226