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**To: Councillors Rosalie Beattie, Annabel de Capell Brooke, Richard Gell, Sylvia Hobbs, Sylvia Hughes, Alex Smith, Peter Tomas, Robin Underwood and Peter Wathen.**

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**Please ask for** Charlie Christmas  
**Direct Dial** 01832 742031

**Date:**  
4 May 2020

Dear Councillor,

A meeting of the **Governance and Audit Committee** will be held on **Monday 11 May 2020** at **7.30pm**.

**This will be an online only meeting, details for which will be circulated to members of the Committee in advance. A live stream will be made available for members of the public and press, a link to which will be made available at [www.east-northamptonshire.gov.uk](http://www.east-northamptonshire.gov.uk) on the day of the meeting.**

### **AGENDA**

*A period of not more than 15 minutes will be allowed to enable members of the public, who have notified their intention to speak, to address the meeting on a matter due for consideration at the meeting.*

**1. Apologies for absence**

*If you are unable to attend this meeting please notify Charlie Christmas.*

**2. Minutes of the Meeting held on 29 January 2020**

*If you have any queries in respect of the accuracy of the minutes, please notify Charlie Christmas prior to the meeting.*

**3. Declarations of Interest**

*Members should declare any Disclosable Pecuniary Interests or Other Interests in any matters on the agenda, as defined by the Localism Act 2011. Advice can be sought ahead of the meeting from the Monitoring Officer or Deputy Monitoring Officer.*

**4. Questions by Members under Council procedure rule 10.3 (if any).**

*Members of the Committee have the right to ask the Chairman a question on any matter in relation to which the Council has powers or duties or which affects East Northamptonshire and which falls within the terms of reference of the Committee - provided that notice is given*

to the Chief Executive by 5pm on the working day preceding the meeting. The functions of the Committee are to be found in part 3 of the Council Constitution. A form for use by Members is available on the Council's intranet. Alternatively please telephone Charlie Christmas or e-mail [cchristmas@east-northamptonshire.gov.uk](mailto:cchristmas@east-northamptonshire.gov.uk)

5. **Statement of Accounts 2018/19**  
(Report of the Interim Head of Resources – **attached**)
  
6. **Internal Audit – Progress and Performance**  
(Report of Head of Internal Audit - **attached**)
  
7. **Internal Audit Plan 2020/21**  
(Report of Head of Internal Audit – **attached**)
  
8. **Grant Certification 2018/19**  
(Report of Interim Head of Customer & Community Services – **attached**)
  
9. **Risk Management – Update on Quarter 3 Risk Scores – (2019/2020)**  
(Report of the Finance Manager – **attached**)
  
10. **Environmental Services Risk Review**  
(Report of the Head of Environmental Services – **verbal**)

*The following item of business has been added to the agenda published on 30<sup>th</sup> April 2020 with the consent of the Chairman as a decision is required to be made before the next scheduled meeting of the committee.*

11. **Fee Scale for the Audit 2020/21 and update on 2019/20**  
(Report of the Chief Finance Officer )

**The Committee is likely to exclude the public and press from the meeting during consideration of the following item of business in accordance with Section 100A of the Local Government Act 1972, because exempt information may be disclosed.**

12. **Governance & Audit Working Party – minutes of last meeting**  
(Exempt report, as defined under paragraph 3 of Part 1 of Schedule 12A)

Yours sincerely

**DAVID OLIVER**  
Chief Executive

## **FIRE/EMERGENCY EVACUATION**

Please read the fire/emergency evacuation instructions before the meeting begins. These are displayed at the entrance to the Council Chamber.

If the emergency alarm sounds, you must evacuate the building immediately by the nearest signed fire exit and proceed to the main car park area as directed by the Democratic Services staff. Further instructions will then be given.