



# Rutland County Council

Catmose, Oakham, Rutland, LE15 6HP

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Ladies and Gentlemen,

A meeting of the **AUDIT AND RISK COMMITTEE** will be held in the Council Chamber, Catmose, Oakham, LE15 6HP on **Tuesday, 5th December, 2023** commencing at 7.00 pm when it is hoped you will be able to attend.

Yours faithfully

Mark Andrews  
**Chief Executive**

Recording of Council Meetings: Any member of the public may film, audio-record, take photographs and use social media to report the proceedings of any meeting that is open to the public. A protocol on this facility is available at [www.rutland.gov.uk/my-council/have-your-say/](http://www.rutland.gov.uk/my-council/have-your-say/)

Although social distancing requirements have been lifted there is still limited available seating for members of the public. If you would like to reserve a seat, please contact Democratic Services at [democraticservices@rutland.gov.uk](mailto:democraticservices@rutland.gov.uk).

## **A G E N D A**

### **1. WELCOME & APOLOGIES**

### **2. MINUTES**

To confirm the minutes of the Audit and Risk Committee held on 26<sup>th</sup> September and 31<sup>st</sup> October 2023 and to receive an update on actions agreed in the minutes of the previous meeting.  
(Pages 5 - 14)

### **3. DECLARATIONS OF INTEREST**

In accordance with the Regulations, Members are invited to declare any disclosable interests under the Code of Conduct and the nature of those interests in respect of items on this Agenda and/or indicate if Section 106 of the Local Government Finance Act 1992 applies to them.

#### **4. PETITIONS, DEPUTATIONS AND QUESTIONS**

To receive any petitions, deputations and questions received from Members of the Public in accordance with the provisions of Procedure Rules 93 and 94.

The total time allowed for this item shall be 30 minutes. Petitions, declarations and questions shall be dealt with in the order in which they are received. Questions may also be submitted at short notice by giving a written copy to the Committee Administrator 15 minutes before the start of the meeting.

The total time allowed for questions at short notice is 15 minutes of the total time of 30 minutes. Any petitions, deputations and questions that have been submitted with prior formal notice will take precedence over questions submitted at short notice. Any questions that are not considered within the time limit shall receive a written response after the meeting and be the subject of a report to the next meeting.

#### **5. QUESTIONS WITH NOTICE FROM MEMBERS**

To consider any questions received from Members of the Council in accordance with the provisions of Procedure Rule 95.

#### **6. NOTICES OF MOTION**

To consider any Notices of Motion from Members submitted under Procedure Rule 97.

#### **7. INTERNAL AUDIT PROGRESS REPORT**

To receive Report No.174/2023 from the Chief Internal Auditor.  
(Pages 15 - 40)

#### **8. INTERNAL AUDIT PLAN DEVELOPMENT 2024/25**

To receive Report No.175/2023 from the Chief Internal Auditor.  
(Pages 41 - 44)

#### **9. STATEMENT OF ACCOUNTS 2021/22 AND 2022/23**

To receive a verbal update from the Head of Finance.

#### **10. STRATEGIC RISK REGISTER**

To receive Report No.176/2023 from the Strategic Director for Resources.  
(Pages 45 - 66)

#### **11. REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA)**

To receive a verbal update from the Strategic Director for Resources.

#### **12. COMMITTEE TRAINING**

To discuss future training opportunities for Committee Members.

**13. ANY OTHER URGENT BUSINESS**

To receive items of urgent business which have previously been notified to the person presiding.

**14. DATE OF NEXT MEETING**

Tuesday, 5<sup>th</sup> March 2024.

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**DISTRIBUTION**

**MEMBERS OF THE AUDIT AND RISK COMMITTEE:**

Councillor K Payne (Chair)

Councillor R Ross (Vice-Chair)

Councillor S Lambert

Councillor R Payne

Councillor R Powell

Councillor L Stephenson

Councillor A West

**Quorum: 2**