

Gareth Owens LL.B Barrister/Bargyfreithiwr
Chief Officer (Governance)
Prif Swyddog (Llywodraethu)



Contact Officer:
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To:

Councillors: Janet Axworthy, Geoff Collett, Chris Dolphin, Andy Dunbobbin,
Patrick Heesom, Paul Johnson and Arnold Woolley

Co-opted Members:

Sally Ellis and Allan Rainford

26 May 2021

Dear Sir/Madam

NOTICE OF REMOTE MEETING
GOVERNANCE AND AUDIT COMMITTEE
WEDNESDAY, 2ND JUNE, 2021 at 10.00 AM

Yours faithfully

Robert Robins
Democratic Services Manager

Please note: This will be a remote meeting and 'attendance' will be restricted to Committee Members and those Members of Council who have asked the Head of Democratic Services for an invitation. Such attendees may only speak at the Chair's discretion.

The meeting will be live streamed onto the Council's website. A recording of the meeting will also be available, shortly after the meeting at <https://flintshire-public-i.tv/core/portal/home>

If you have any queries regarding this, please contact a member of the Democratic Services Team on 01352 702345.

A G E N D A

1 **APPOINTMENT OF CHAIR**

Purpose: To appoint a Chair for the Committee.

2 **APPOINTMENT OF VICE-CHAIR**

Purpose: To appoint a Vice-Chair for the Committee.

3 **APOLOGIES**

Purpose: To receive any apologies.

4 **DECLARATIONS OF INTEREST (INCLUDING WHIPPING DECLARATIONS)**

Purpose: To receive any Declarations and advise Members accordingly.

5 **MINUTES** (Pages 5 - 12)

Purpose: To confirm as a correct record the minutes of the Audit Committee meeting held on 24 March 2021.

6 **CERTIFICATION OF GRANTS AND RETURNS 2019/20** (Pages 13 - 36)

Report of Corporate Finance Manager -

Purpose: To inform Members of the grant claim certification by Audit Wales for the year ended 31 March 2020.

7 **ANNUAL GOVERNANCE STATEMENT 2020/21** (Pages 37 - 74)

Report of Chief Officer (Governance) -

Purpose: To endorse the Annual Governance Statement 2020/21 to be attached to the Statement of Accounts for adoption.

8 **INTERNAL AUDIT ANNUAL REPORT** (Pages 75 - 94)

Report of Internal Audit Manager -

Purpose: To inform members of the outcome of all audit work carried out during 2020/21 and to give the annual Internal Audit opinion on the standard of internal control, risk management and governance within the Council.

9 **INTERNAL AUDIT PROGRESS REPORT** (Pages 95 - 128)

Report of Internal Audit Manager -

Purpose: To present to the Committee an update on the progress of the Internal Audit Department.

10 **AUDIT COMMITTEE ACTION TRACKING** (Pages 129 - 132)

Report of Internal Audit Manager -

Purpose: To inform the Committee of the actions resulting from points raised at previous Audit Committee meetings.

11 **FORWARD WORK PROGRAMME** (Pages 133 - 140)

Report of Internal Audit Manager -

Purpose: To consider the Forward Work Programme of the Internal Audit Department.

Please note that there may be a 10 minute adjournment of this meeting if it lasts longer than two hours

Procedural Note on the conduct of meetings

The Chair will open the meeting and introduce themselves.

The meeting will be attended by a number of Councillors. Officers will also be in attendance to present reports, with Democratic Services officers acting as hosts of the meeting.

All attendees are asked to ensure their mobile phones are switched off and that any background noise is kept to a minimum.

All microphones are to be kept muted during the meeting and should only be unmuted when invited to speak by the Chair. When invitees have finished speaking they should go back on mute.

To indicate to speak, Councillors will use the chat facility or use the electronic raise hand function. The chat function may also be used for questions, relevant comments and officer advice and updates.

The Chair will call the speakers, with elected Members addressed as 'Councillor' and officers addressed by their job title e.g. Chief Executive' or name. From time to time, the officer advising the Chair will explain procedural points or suggest alternative wording for proposals, to assist the Committee.

If and when a vote is taken, the Chair will explain that only those who oppose the proposal(s), or who wish to abstain will need to indicate, using the chat function. The officer advising the Chair will indicate whether the proposals are carried.

If a more formal vote is needed, this will be by roll call – where each Councillor will be asked in turn (alphabetically) how s/he wishes to vote

At County Council and Planning Committee meetings speaker's times are limited. A bell will be sounded to alert that the speaker has one minute remaining

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