

## **Cabinet**

**14 January 2025**

### **Audit Committee Chairperson's Annual Report 2023/24**

Portfolio Holder: Councillor Zoë Van Dyke, Portfolio Holder for Business Management

Report from: Bhupinder Gill, Assistant Director, Legal and Governance  
Phil Watts, Chief Operating Officer

Author: Steve Dickens, Democratic Services Officer

#### **Summary**

This report sets out the Audit Committee Chairperson's Annual Report 2023/24.

The report was previously considered by the Audit Committee on 26 November 2024, the comments of which are set out at section 6 of the report.

#### **1. Recommendation**

1.1. The Cabinet is asked to note the comments of the Audit Committee as set out at section 6 of the report.

1.2. The Cabinet is asked to note the Chairperson's Annual Report 2023/24.

#### **2. Suggested reasons for decision**

2.1. The Annual Report 2023/24 provides an overview of the Audit Committee's work during the year.

#### **3. Budget and policy framework**

3.1. The Chairperson's report is a matter for consideration by the Audit Committee.

#### **4. Background**

4.1. CIPFA's Position Statement: Audit Committees in Local Authorities and Police 2022 sets out the purpose model. To discharge its responsibilities effectively the Committee should: 'report annually on how the committee has complied with the position statement, discharged its responsibilities, and include an assessment of its performance. The report should be available to the public.'

4.2. The Annual Report for 2023/204 can be found at Appendix 1, the report was prepared by Democratic Services, Head of Internal Audit and Counter Fraud and the Chairperson of the Audit Committee. The report provides an overview of the Committee's work during the year.

## 5. Risk management

5.1. Risk management is an integral part of good governance. The Council has a responsibility to identify and manage threats and risks to achieve its strategic objectives and enhance the value of services it provides to the community.

Risk	Description	Action to avoid or mitigate risk	Risk rating
Non-submission of the Chairperson's annual report	Non-compliance with CIPFA position statement which states an annual report should be provided to the Audit Committee	Submit annual report to the Audit Committee	DIV
<b>Likelihood</b>		<b>Impact:</b>	
A Very likely B Likely C Unlikely D Rare		I Catastrophic II Major III Moderate IV Minor	

## 6. Audit Committee

6.1. The Audit Committee considered the report on 26 November 2024 and the draft minutes of the discussion are as set below:

6.2. The Chairperson introduced the report. She stated that she was proud to deliver the first Annual Chairperson's Report of the Audit Committee and thanked officers for their assistance. The report reflected the work of the officers and the Committee in providing assurance for the Council.

6.3. The following issues were discussed:

6.4. Members commented that the report was excellent and very informative, adding it summarised the huge range of work undertaken during the year.

6.5. Members noted the positive contribution the Counter Fraud team made to the Council. It was suggested that the report be considered by Full Council to raise awareness of the work of the Committee.

6.6. **Decision:**

- a) The Committee noted the Chairperson's Annual Report 2023/24.
- b) The Committee requested officers consider options for including the Annual Report on the next available Full Council agenda.

7. **Financial implications**

- 7.1. The Audit Committee has oversight of the council's governance and internal control arrangements, as well as the arrangements for financial reporting and statutory statement of accounts. There are no financial implications related to the report.

8. **Legal implications**

- 8.1. There are no legal implications related to this report.

**Lead officer contact**

Steve Dickens  
Democratic Services Officer

**Appendices**

Appendix 1: Audit Committee Chairperson's Annual Report

**Background papers**

[CIPFA's Position Statement: Audit Committees in Local Authorities and Police 2022](#)