

Meeting: **Audit and Governance Committee**
Date: **7 December 2022**
Time: **7.00 pm**
Place: **Council Chamber - Civic Centre Folkestone**

To: **All members of the Audit and Governance Committee**

The committee will consider the matters, listed below, at the date, time and place shown above. The meeting will be open to the press and public.

Members of the committee, who wish to have information on any matter arising on the agenda, which is not fully covered in these papers, are requested to give notice, prior to the meeting, to the Chairman or appropriate officer.

This meeting will be webcast live to the council's website at <https://folkestone-hythe.public-i.tv/core/portal/webcasts>.

Please note there will be 37 seats available for members of the public, which will be reserved for those speaking or participating at the meeting. The remaining available seats will be given on a first come, first served basis.

1. **Apologies for Absence**

2. **Declarations of Interest (Pages 5 - 6)**

Members of the committee should declare any interests which fall under the following categories:

- a) disclosable pecuniary interests (DPI);
- b) other significant interests (OSI);
- c) voluntary announcements of other interests.

Queries about the agenda? Need a different format?

Contact Sue Lewis – Tel: 01303 853265/3267
Email: committee@folkestone-hythe.gov.uk or download from our website
www.folkestone-hythe.gov.uk

3. **Minutes (Pages 7 - 10)**

To consider and approve, as a correct record, the minutes of the meeting held on 21 September 2022.

4. **Temporary Polling Place (station) Changes at Parliamentary, Local, police and Crime Commissioner Elections and Parish Polls (Pages 11 - 14)**

It is best practice to ensure delegated power is in place for elections to allow an appropriate officer to determine suitable, alternative arrangements if a polling place (station) is unavailable, or unsuitable for the needs of the election, electorate and/or legislation changes. Temporary measures could be later made permanent at a compulsory polling district and place review and this report seeks to ensure that the necessary authority is in place to ensure polling place requirements are met.

5. **Quarterly update on Code of Conduct Complaints (Pages 15 - 18)**

This report provides an update to the Committee on Member Code of Conduct complaints received during quarters 1 and 2 of 2022/23 (1 April to 30 September 2022).

6. **Review of the Corporate Risk Register (Pages 19 - 28)**

This report provides an update to the Corporate Risk Register.

7. **The Audit Findings for Folkestone & Hythe District Council 2021/22 (Pages 29 - 68)**

Grant Thornton are required to issue a Report to those charged with governance, summarising the findings and conclusions of their audit work. They are also required by professional auditing standards to report certain matters before giving an opinion on the financial statements for the year ended 31 March 2022.

8. **Quarterly Internal Audit Update Report from the Head of East Kent Audit Partnership (Pages 69 - 86)**

This report includes the summary of the work of the East Kent Audit Partnership (EKAP) since the last Audit and Governance Committee meeting together with details of the performance of the EKAP to the 30th September 2022.

9. **Annual Governance Statement Actions –Update on 2022-23 actions (Pages 87 - 94)**

This report presents the current position on progress towards achieving the 2022-23 actions set out in the Annual Governance Statement.

10. **Governance Update (Pages 95 - 110)**

This report summarises the key elements of the governance issues identified during 2022 within the Council and those actions agreed to improve the control environment. This report focuses on those matters that relate to the remit of the Audit & Governance Committee, whilst there were associated personnel matters these will be considered by the Personnel Committee where relevant.