



# EAST CAMBRIDGESHIRE DISTRICT COUNCIL

THE GRANGE, NUTHOLT LANE,  
ELY, CAMBRIDGESHIRE CB7 4EE  
Telephone 01353 665555

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## MEETING: **AUDIT COMMITTEE**

TIME: 4:30pm

DATE: **Monday 22 November 2021**

VENUE: **Council Chamber, The Grange, Nutholt Lane, Ely, CB7 4EE**

ENQUIRIES REGARDING THIS AGENDA: Tracy Couper

TELEPHONE: (01353) 665555 EMAIL: [tracy.couper@eastcambs.gov.uk](mailto:tracy.couper@eastcambs.gov.uk)

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## MEMBERSHIP:

### Conservative Members

Cllr Lis Every (Chairman)  
Cllr Dan Schumann (Vice-Chairman)  
Cllr Alan Sharp

### Liberal Democrat Members

Cllr Charlotte Cane (Lead Member)  
Cllr Mark Inskip

### Substitutes:

Cllr Lavinia Edwards  
Cllr Amy Starkey  
Cllr Lisa Stubbs

### Substitutes:

Cllr Alec Jones  
Cllr Christine Whelan

### Lead Officer

Ian Smith, Finance Manager

**Quorum:** 3 Members

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# AGENDA

1. **Public Question Time** [oral]  
The meeting will commence with up to 15 minutes public question time
2. **Apologies and Substitutions** [oral]
3. **Declarations of Interest** [oral]  
To receive declarations of interest from Members for any Items on the Agenda in accordance with the Members Code of Conduct.
4. **Minutes**  
To confirm as a correct record the Minutes of the meeting of the Audit Committee held on 26<sup>th</sup> July 2021.

5. **Chairman's Announcements** **[oral]**
  6. **External Audit Plan Addendum – VFM Risk Assessment**
  7. **External Audit – Audit Results Report**
  8. **Statement of Accounts**  
Due to their size, the Statement of Accounts at Appendix 1 have been printed separately to the Agenda and a copy is available with the Agenda on the Council's website [www.eastcambs.gov.uk](http://www.eastcambs.gov.uk)
  9. **Annual Governance Statement – Final Draft**
  10. **Public Sector Audit Appointments Limited (PSAA) – Appointment of External Audit**
  11. **Internal Audit Progress Report**
  12. **Forward Agenda Plan and Potential Change of Day for Meetings**
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#### NOTES:

1. Members of the public are welcome to attend this meeting. There are a number of schemes aimed at encouraging public participation in the Council's activities and meetings. These include Public Question Time at the start of a meeting and a process to enable petitions to be submitted. Details of these can be obtained by calling the telephone number on this Agenda or by logging onto the Council's website.
2. Members of the public can gain entry by reporting to Reception during Office Hours or can enter via the door in the glass atrium at the back of the building for evening meetings.
3. The Council has adopted a 'Purge on Plastics' strategy and is working towards the removal of all consumer single-use plastics in our workplace. Therefore, we do not provide disposable cups in our building or at our meetings and would ask members of the public to bring their own drink to the meeting if required.
4. Fire instructions for meetings:
  - If the fire alarm sounds please make your way out of the building by the nearest available exit i.e. the back staircase or the fire escape in the Chamber. Do not attempt to use the lifts.
  - The fire assembly point is in the front staff car park by the exit barrier.
  - The building has an auto-call system to the fire services so there is no need for anyone to call the fire services.The Committee Officer will sweep the area to ensure that everyone is out.
5. Reports are attached for each agenda item unless marked "oral".

6. If required, all items on the agenda can be provided in different formats (e.g. large type, Braille or audio tape, or translated into other languages), on request, by calling Main Reception on (01353) 665555 or e-mail: [translate@eastcambs.gov.uk](mailto:translate@eastcambs.gov.uk)
7. If the Committee wishes to exclude the public and press from the meeting, a resolution in the following terms will need to be passed:

“That the press and public be excluded during the consideration of the remaining item no(s). X because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item(s) there would be disclosure to them of exempt information of Category X of Part I Schedule 12A to the Local Government Act 1972 (as amended).”

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