

Committee Ref:

A&G/03/21

**Luton**

# Notice of Meeting

## Audit and Governance Committee

Date : Wednesday, 03 March 2021

Time : 18:00

Place : Virtual meeting via\*Skype

Councillors : Ahmed (Chair) J. Hussain  
Adrees (Vice-Chair) Underwood  
Castleman  
D. Chapman  
A. Hussain

Quorum: 3 Members

**Contact Officer:** Matthew Hussey (01582 546032)  
Email [Matthew.Hussey@luton.gov.uk](mailto:Matthew.Hussey@luton.gov.uk)

[Skype Meeting Link](#)

### PURPOSE

To provide independent assurance of the adequacy of corporate governance, the risk management framework and the associated control environment, to provide independent scrutiny of the authority's financial and non-financial performance to the extent that it affects the authority's exposure to risk and impacts on the control environment, to oversee the financial reporting process and to approve the Council's statement of accounts.

**\*SKYPE:** During the Covid 19 emergency period, this meeting will take place virtually, via Skype. To access the meeting, please click on the link to the meeting above.

# AGENDA

<i>Agenda Item</i>	<i>Subject</i>	<i>Page No.</i>
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1.	<b>Apologies for Absence</b>	
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2.	<b>Minutes</b>	
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	<b>1. 10 December 2020</b>	
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		<b>1 - 6</b>
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3.	<b>Section 106, Local Government Finance Act 1992</b>	
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Those item(s) on the Agenda affected by Section 106 of the Local Government Finance Act 1992 will be identified at the meeting. Any Members so affected is reminded that (s)he should disclose the fact and refrain from voting on those item(s).

4.	<b>Disclosures of Interest</b>	
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Members are reminded that they must disclose both the existence and nature of any disclosable pecuniary interest and any personal interest that they have in any matter to be considered at the meeting unless the interest is a sensitive interest in which event they need not disclose the nature of the interest.

A member with a disclosable pecuniary interest must not further participate in any discussion of, vote on, or take any executive steps in relation to the item of business.

A member with a personal interest, which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgment of the public interest, must similarly not participate in any discussion of, vote on, or take any executive steps in relation to the item of business.

Disclosable pecuniary interests and Personal Interests are defined in the Council's Code of Conduct for Members and Co-opted members.

## **5. Urgent Business**

The Chair to report on any business which is considered to be urgent and which should be discussed at the meeting in accordance with Section 100B(4)(b) of the Local Government Act 1972 and to determine when, during the meeting, any such business should be discussed.

### **Reports**

## **6. Applying process improvement principles to reduce waste in Financial Services**

(Verbal Update of the Service Director, Finance, Revenues & Benefits)

## **7. MHCLG capitalisation Direction and external assurance review to be commissioned by MHCLG**

(Verbal Update of the Service Director, Finance, Revenues & Benefits)

## **8. Statement of Accounts/ External Audit Plan Update**

(Verbal update of the External Auditors)

## **9. Proposed Anti-Fraud Plan 2021/22 & brief update on delivery of the 2020/21 Anti-Fraud Plan - To Follow**

(Report of the Head of Counter Fraud, Shared Anti-Fraud Service)

## **10. Corporate Risks Update - To Follow**

(Report of the Audit Manager)

## **11. Internal Audit Plan Update - To Follow**

(Report of the Audit Manager)

## **12. Internal Audit Strategy, Charter & Annual Audit Plan 2021/22 - To Follow**

(Report of the Audit Manager)

13.

### **Local Government Act 1972, Part VA**

To consider whether to pass a resolution under Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting during consideration of any item listed above if it is likely that if members of the public were present during those items there would be disclosure to them of exempt information falling within the Paragraphs of Part1 of Schedule12A to the Local Government Act 1972.