

AUDIT AND STANDARDS COMMITTEE

Wednesday, 20th March, 2024
6.30 pm





AUDIT AND STANDARDS COMMITTEE

ROOMS 2 & 3, TOWN HALL

Wednesday, 20th March, 2024 at 6.30
pm

Members are reminded that if they have detailed questions on individual reports, they are advised to contact the report authors in advance of the meeting.

Members of the public may ask a question, make a statement, or present a petition relating to any agenda item or any matter falling within the remit of the committee.

Notice in writing of the subject matter must be given to the Head of Legal & Democracy by 5.00pm on the day before the meeting. Forms can be obtained for this purpose from the reception desk at Burnley Town Hall or the Contact Centre, Parker Lane, Burnley. Forms are also available on the Council's website <https://bit.ly/2BW7d2>

AGENDA

1) Apologies

To receive any apologies for absence.

2) Minutes

5 - 8

To approve as a correct record the minutes of the previous meeting.

3) Additional Items of Business

To determine whether there are any additional items of business which, by reason of special circumstances, the Chair decides should be considered as a matter of urgency.

4) Declarations of Interest

To receive any declarations of interest from Members relating to any item on the agenda, in accordance with the provisions of the Code of Conduct.

5) Exclusion of the Public

To determine during which items, if any, the public are to be excluded from the meeting.

6) Public Question Time

To consider questions, statements or petitions from Members of the Public.

PUBLIC ITEMS

- 7) Regulation of Investigatory Powers Act - Annual Return** 9 - 10
To provide members with an update of the recent Regulation of Investigatory Powers Act 2000 (“RIPA”) Inspection by the Investigatory Powers Commissioner’s Office (“IPCO”) and to report on authorisations issued under RIPA.
- 8) Code of Conduct Review** 11 - 16
To update the Committee on a review of the Borough Council’s Code of Conduct for Members and to consider the minor change which is being proposed and to consider whether to progress with the adoption of the Local Government Association’s (LGA) Model Code of Conduct (LGA Model Code).
- 9) External Audit Progress Report 2023/24 - Mazars** 17 - 28
To consider the External Audit Progress Report.
- 10) Grant Thornton - Final Fee Burnley Borough Council** 29 - 30
- 11) Annual Accounts 2023/24 Arrangements** 31 - 50
To consider a report on the annual account 2023/24 arrangements.
- 12) Internal Audit Progress Report 2023/24 Q3** 51 - 60
To inform members of the work undertaken by Internal Audit for the period 1st October to 31st December 2023.
- 13) External Review Report** 61 - 72
To inform members of the progress on the External Review of Internal Audit action plan.
- 14) Internal Audit Plan 2024/25** 73 - 78
To inform on the audit planning process and seek approval from members on the proposed Internal Audit plan for 2024-25.
- 15) Work Programme** 79 - 80
To consider the Work Programme for the current year.

PRIVATE ITEMS

MEMBERSHIP OF COMMITTEE

Councillors

Councillor Margaret Brindle (Chair)
Councillor Asif Raja (Vice-Chair)
Councillor Gail Barton
Councillor Alex Hall
Councillor Karen Ingham

Councillor Mohammed Ishtiaq
Councillor Gordon Lishman
Councillor Mike Steel
Councillor Andy Wight

Co-opted Members

Councillor Kathryn Haworth, Habergham
Eaves Parish Council
Vacancy, Parish Council representative
David Swift, Independent Member
Stuart Arnfield, independent Member

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External Auditor

Karen Murray, Mazars
Amelia Salford, External Auditors - Mazars