



Notice of a public meeting of

Audit and Governance Committee

To:	Councillors Hollyer (Chair), J Burton (Vice-Chair), Fisher, Mason, Whitcroft, Merrett, Rose and Mr M Binney (Independent Member)
Date:	Wednesday, 27 November 2024
Time:	5.45 pm
Venue:	West Offices - Station Rise, York YO1 6GA

AGENDA

1. **Apologies for Absence**

To receive and note apologies for absence.

2. **Declarations of Interest** (Pages 1 - 2)

At this point in the meeting, Members and co-opted members are asked to declare any disclosable pecuniary interest, or other registerable interest, they might have in respect of business on this agenda, if they have not already done so in advance on the Register of Interests. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

[Please see attached sheet for further guidance for Members].

3. Exclusion of Press and Public

To consider the exclusion of the press and public from the meeting during consideration of the following:

Annexes 3-11 to Agenda Item 14 (Audit and Counter Fraud Progress Report) on the grounds that they contain information relating to the financial or business affairs of any particular person (including the authority holding that information). This information is classed as exempt under paragraph 3 of Schedule 12A to Section 100A of the Local Government Act 1972 (as revised by The Local Government (Access to Information) (Variation) Order 2006).

4. Minutes & Action Log (Pages 3 - 18)

To approve and sign the minutes of the meeting held on 14 October 2024.

5. Public Participation

At this point in the meeting members of the public who have registered to speak can do so. Members of the public may speak on agenda items or on matters within the remit of the Committee.

Please note that our registration deadlines are set as 2 working days before the meeting, in order to facilitate the management of public participation at our meetings. The deadline for registering at this meeting is 5:00pm on Monday, 25 November 2024.

To register to speak please visit www.york.gov.uk/AttendCouncilMeetings to fill in an online registration form. If you have any questions about the registration form or the meeting, please contact Democratic Services. Contact details can be found at the foot of this agenda.

Webcasting of Public Meetings

Please note that, subject to available resources, this meeting will be webcast including any registered public speakers who have given their permission. The meeting can be viewed live and on demand at www.york.gov.uk/webcasts.

During coronavirus, we made some changes to how we ran council meetings, including facilitating remote participation by public speakers. See our updates (www.york.gov.uk/COVIDDemocracy) for more information on meetings and decisions.

6. Polling District and Polling Places Review (Pages 19 - 48)

The purpose of this report is to notify the Committee of the review process, including details of the consultation process and timeline.

7. Process for the Appointment of an Independent Member of the Audit and Governance Committee (Pages 49 - 58)

This report seeks the committee's views and comments on the proposed recruitment process for an Independent Member of the Committee.

8. Purchasing Compliance and No Purchase Order No Pay Update (Pages 59 - 68)

The report provides an update on the ongoing review of the No Purchase Order No Pay process since last reported to the Committee in February 2024.

9. Treasury Management Mid-Year Review and Prudential Indicators 2024/25 (Pages 69 - 92)

This report provides a mid-year update on treasury management activities and an update of the prudential indicators.

10. External Audit Plan (Audit Strategy Memorandum) 2023/24 (Pages 93 - 170)

The report provides the content of the Audit Strategy Memorandum which summarises the audit approach, highlights significant audit risks and areas of key judgements and provides details of the audit team.

11. Report on Suggested Constitutional Changes - Health and Wellbeing Board (Pages 171 - 184)

This report provides the proposed constitutional changes to the Health and Wellbeing Board's Terms of Reference to the committee for consideration and discussion.

12. Audit and Governance Committee Work Plan (Pages 185 - 188)

To consider the committee's work plan.

13. Urgent Business

Any other business which the Chair considers urgent under the Local Government Act 1972.

14. Audit and Counter Fraud Progress Report (Pages 189 - 322)

This report provides an update on the delivery of the internal audit work programme for 2024/25, and on counter fraud activity undertaken so far in the year.

Democracy Officer:

Name: Louise Cook

Telephone: (01904) 551031

Email: louise.cook@york.gov.uk

Reasonable Adjustments and Alternative formats statement

To request reasonable adjustments or to provide this document in an alternative language or format such as large print, braille, audio, Easy Read or BSL, you can:



Email us at: cycaccessteam@york.gov.uk



Call us: **01904 551550** and customer services will pass your request onto the Access Team.



Use our BSL Video Relay Service:
www.york.gov.uk/BSLInterpretingService

Select '[Switchboard](#)' from the menu.





We can also translate into the following languages:

我們也用您們的語言提供這個信息 (Cantonese)

এই তথ্য আপনার নিজের ভাষায় দেয়া যেতে পারে। (Bengali)

Ta informacja może być dostarczona w twoim własnym języku. (Polish)

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

یہ معلومات آپ کی اپنی زبان (بولی) میں بھی میا کی جاسکتی ہیں۔ (Urdu)

For more information about any of the following please contact the Democracy Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details are set out above.