

**MINUTES OF THE AUDIT COMMITTEE MEETING  
HELD AT 6.45PM, ON MONDAY 18 MARCH 2024  
IN THE BOURGES/VIERSEN ROOM, TOWN HALL, PETERBOROUGH**

*To be read in conjunction with the agenda for the meeting here:*

[Agenda for Audit Committee on Monday 18<sup>th</sup> March, 2024, 6.45 pm | Peterborough City Council](#)

**Committee Members Present:**

Councillors Haseeb (Vice-Chair), Barkham, Judy Fox, Perkins, Jones, and

**Co-opted Member Present:**

Mike Langhorn, Daniel Schumann (Chair), Stuart Green (Virtual)

**Officers Present:**

Cecilie Booth (Executive Director of Corporate Services and S151 Officer); Steve Crabtree (Chief Internal Auditor); Jill Evans (Service Director of Corporate Finance and Deputy S151 Officer); Adesuwa Omoregie (Interim Director of Law and Governance and Deputy Monitoring Officer); and Claire Watt (Senior Executive Assistant).

**Also Present:**

Mark Hodgson and Dan Cooke (EY)

**53. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Rangzeb and Cllr Rush.

**54. DECLARATIONS OF INTEREST**

Whilst not the subject of a substantive item on the agenda, but in case mention was made Steve Crabtree, declared a non-pecuniary interest, by virtue of the fact he was a Board member of Peterborough Limited.

**55. MINUTES OF THE AUDIT COMMITTEE MEETING HELD ON 29 JANUARY 2024**

**RESOLVED** that the minutes of the meeting held on 29 January 2024 be agreed as a correct record.

**56. ACTIONS AND MATTER ARISING**

**RESOLVED** that the actions and matters arising from previous meetings and progress made to date, be noted.

**57.**

**2022/23 STATEMENT OF ANNUAL ACCOUNTS**

Upon providing comments, the Committee **RESOLVED** that the 2022/23 Annual Statement of Accounts be noted.

**58.**

**2020/21 EY ANNUAL REPORT**

**RESOLVED** that:

1. the 2020/21 EY Annual Report is noted as reviewed.
  2. an interim officer report in consultation with EY be provided to the Chair in April updating on progress made towards having a fully audited set of 2023/24 accounts in line with government guidelines.
- 59.**

**TREASURY MANAGEMENT QUARTER 3 UPDATE**

**RESOLVED** that:

1. the Treasury Management Strategy Statement (TMSS) quarter position and performance against the Prudential Indicators be considered and noted.
  2. the information about Economic and interest rate update be read.
- 60.**

**AUDIT COMMITTEE – TERMS OF REFERENCE**

**RESOLVED** that the Audit Committee recommends to Full Council the adoption of the amended Terms of Reference for the Audit Committee subject to the following further amendments:

1. Section 2 in relation to Training be updated to reflect the requirement to have a training needs assessment prior to joining the Audit Committee as well as ongoing annual training.
  2. Section 5.2 of the Terms of Reference be updated to include review and approve the annual statement of accounts.
  3. Section 6.3 of the Terms of Reference be updated to reflect that the Vice Chair can Chair the Audit Committee in the event of any Independent Chair being available.
- 61.**

**INTERNAL AUDIT: STRATEGY AND ANNUAL PLAN 2024-25**

**RESOLVED** that:

1. the Internal Audit Charter for 2024 / 2025 included at Appendix A be considered and approved.
2. the Internal Audit Code of Ethics 2024 / 2025 included at Appendix B be considered and approved.
3. the Internal Audit Strategy and Plans for 2024 / 2025 included at Appendices C and D) be considered and approved.
4. the information about Internal Audit work over the previous 3 years included at Appendix E be noted.

**64. USE OF REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA)**

**RESOLVED** to note that there was no RIPA update.

**APPROVED WRITE-OFFS EXCEEDING £10,000**

**RESOLVED** to note that there was no update on write-offs exceeding £10,000.

**WORK PROGRAMME**

**RESOLVED** that the proposed work programme for the first meeting in municipal year 2024/2025 is noted and agreed.

**CHAIR**

End 7.57pm

